

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEM OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER		PAGE OF 1 80	
2. CONTRACT NO. GS06F0665Z		3. AWARD/ EFFECTIVE DATE 06/26/2013		4. ORDER NUMBER HSSCCG-13-J-00143		5. SOLICITATION NUMBER HSSCCG-12-R-00032	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME Steven Putnam		b. TELEPHONE NUMBER (b)(6)		8. SOLICITATION ISSUE DATE 08/29/2012	
9. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403				10. THIS ACQUISITION IS <input type="checkbox"/> UNRESTRICTED OR <input checked="" type="checkbox"/> SET ASIDE: % FOR: <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> EMERGING SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SOLE SOURCE <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input checked="" type="checkbox"/> 8(A) NAICS: 541512 SIZE STANDARD: \$25.5			
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS Net 30		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) <input type="checkbox"/>		13b. RATING	
15. DELIVER TO Department of Homeland Security Citizenship & Immigration Services OCIO, EA Division 5th floor 111 Massachusetts Ave NW Washington DC 20001		16. ADMINISTERED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP			
17a. CONTRACTOR/ OFFEROR POWERTEK CORPORATION 9420 KEY WEST AVE STE 210 ROCKVILLE MD 208506282		17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18a. PAYMENT WILL BE MADE BY SEE PAGE 69 FOR INVOICING INSTRUCTIONS			
17c. CONTRACTOR/ OFFEROR		17d. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK 26 BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES (b)(4)			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	DUNS Number: This Task Order is issued under the GSA 8(a) STARS 2 IDIQ Contract referenced in Block #2, Functional Area 2 (FA2), Constellation 2 (CA2). Period of Performance: Base Period - 5 Months after issuance of Notice to Proceed; Option Period 1 - 4 Months; Option Period 2 - 12 Months; Option Period 3 - 12 Months; Option Period 4 - 9 Months. Total Period of Performance of 42 Months. AAP Number: 2011172046 DO/DPAS Rating: NONE (Use Reverse and/or Attach Additional Sheets as Necessary)						
25. ACCOUNTING AND APPROPRIATION DATA See schedule						26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$1,184,741.00	
27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.						27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input checked="" type="checkbox"/> ARE NOT ATTACHED.	
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.						29. AWARD OF CONTRACT REF. HSSCCG-12-R-00032 OFFER DATED 02/06/2013 YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS: All CLINS	
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) <i>Kristie Nestle</i>			
30b. NAME AND TITLE OF SIGNER (Type or print)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (Type or print) Kristie Nestle		31c. DATE SIGNED 6/26/13	

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
0001	<p>Base Period - Enterprise Architecture Services & Governance Planning (ESGP) - Time and Materials CLIN - Contractor to provide services in accordance with Section 2.1 through 2.9 of the SOW and the Labor Hour schedule on page 7. Maximum labor hours (Time) not to exceed [REDACTED] hours.</p> <p>Accounting Info: ITICAM0 000 EX 20-01-00-000 23-20-0300-00-00-00-00 GE-25-86-00 000000 Funded: [REDACTED] (b)(4) Accounting Info: NFTSREC 000 EX 20-04-00-000 07-60-0200-40-00-00-00 GE-25-30-00 000000 Funded: [REDACTED] (b)(4) Accounting Info: ITENAT0 000 EX 20-01-00-000 23-20-0200-00-00-00-00 GE-25-86-00 000000 Funded: [REDACTED] (b)(4)</p>	(b)(4)		(b)(4)	
0002	<p>Base Period - ODC - Travel, reimbursed at cost, in accordance with the Federal Travel Regulation, to include all material handling fees authorized in GSA 8(a) STARS II Contract and in accordance with Section 4.1 of the SOW.</p> <p>NTE: [REDACTED] (b)(4)</p> <p>Continued ...</p>				

32a. QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED ☐ INSPECTED ☐ NOTED: ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
			32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL				
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY		
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		42a. RECEIVED BY (Print)		
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		42b. RECEIVED AT (Location)		
		42c. DATE REC'D (YY/MM/DD)		42d. TOTAL CONTAINERS

CONTINUATION SHEET

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NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F) (b)(4)
	Accounting Info: ITENAT0 000 EX 20-01-00-000 23-20-0200-00-00-00-00 GE-25-86-00 000000 Funded: [REDACTED] (b)(4)				
0003	Base Period - Optional Tasks, priced on a Firm Fixed Price Basis. The following optional Sub-CLINS (0003AA, 0003AB & 0003AC) will be exercised at the sole discretion of the Government. Amount: \$0.00 (Option Line Item) (Not Separately Priced)	1	EA		
0003AA	Base Period - Optional Task priced on Firm Fixed Price basis for the performance of Level 1 and or Level 2 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.1. This optional CLIN is only available during the Base Period and Option Period 1, to be exercised at the sole discretion of the Government. Amount: [REDACTED] Option Line Item) (b)(4)	12	MO		
0003AB	Base Period - Optional Task priced on Firm Fixed Price basis for the performance of Level 3 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.2. This optional CLIN is only available during the Base Period and Option Period 1, to be exercised at the sole discretion of the Government. Amount: [REDACTED] Option Line Item) (b)(4)	12	MO		
0003AC	Base Period - Optional Task priced on a Firm Fixed Price basis for performance of Metadata Repository in accordance with the requirements detailed in the SOW, Section 2.10.3. This optional CLIN is only available during the Base Period and Option Period 1, to be exercised at the sole discretion of the Government. Amount: [REDACTED] Option Line Item) (b)(4)	12	MO		
1001	Option Period 1 - Enterprise Architecture Continued ...				

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
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4 80NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	(b)(4) AMOUNT (F)
	Services & Governance Planning (ESGP) - Time and Materials CLIN - Contractor to provide services in accordance with Section 2.1 through 2.9 of the SOW and the Labor Hour schedule on page 7. Maximum labor hours (Time) not to exceed [REDACTED] hours. Exercise of this option will be at the sole discretion of the Government. (b)(4) Amount: [REDACTED] (Option Line Item) Accounting Info: 1 Funded: \$0.00				
1002	Option Period 1 - ODC - Travel, reimbursed at cost, in accordance with the Federal Travel Regulation, to include all material handling fees authorized in GSA 8(a) STARS II Contract and in accordance with Section 4.1 of the SOW. Exercise of this option will be at the sole discretion of the Government. (b)(4) NTE: [REDACTED] Amount: [REDACTED] (Option Line Item) Accounting Info: 1 Funded: \$0.00				
2001	Option Period 2 - Enterprise Architecture Services & Governance Planning (ESGP) - Time and Materials CLIN - Contractor to provide services in accordance with Section 2.1 through 2.9 of the SOW and the Labor Hour schedule on page 8. Maximum labor hours (Time) not to exceed [REDACTED] hours. Exercise of this option will be at the sole discretion of the Government. (b)(4) Amount: [REDACTED] (Option Line Item)				
2002	Option Period 2 - ODC - Travel, reimbursed at cost, in accordance with the Federal Travel Regulation, to include all material handling fees authorized in GSA 8(a) STARS II Contract and in accordance with Section 4.1 of the SOW. Exercise of this option will be at the sole discretion of the Government. NTE: [REDACTED] Amount: [REDACTED] (Option Line Item) Continued ... (b)(4)				

CONTINUATION SHEET

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 NAME OF OFFEROR OR CONTRACTOR
 POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F) (b)(4)
2003	Option Period 2 - Optional Tasks, priced on a Firm Fixed Price Basis. The following optional Sub-CLINS (2003AA, 2003AB & 2003AC) will be exercised at the sole descretion of the Government. Amount: \$0.00 (Option Line Item) (Not Separately Priced)	1	EA		
2003AA	Option Period 2 - Optional Task priced on Firm Fixed Price basis for the performance of Level 1 and or Level 2 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.1. This optional CLIN is only available during Option Period 2 and will be exercised at the sole descretion of the Government. Amount: (Option Line Item) (b)(4)	12	MO		
2003AB	Option Period 2 - Optional Task priced on Firm Fixed Price basis for the performance of Level 3 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.2. This optional CLIN is only available during Option Period 2 and will be exercised at the sole descretion of the Government. Amount: (Option Line Item) (b)(4)	12	MO		
2003AC	Option Period 2 - Optional Task priced on a Firm Fixed Price basis for performance of Metadata Repository in accordance with the requirements detailed in the SOW, Section 2.10.3. This optional CLIN is only available during Option Period 2 and will be exercised at the sole descretion of the Government Amount: (Option Line Item) (b)(4)	12	MO		
3001	Option Period 3 - Enterprise Architecture Services & Governance Planning (ESGP) - Time and Materials CLIN - Contractor to provide services in accordance with Section 2.1 through 2.9 of the Continued ...				

CONTINUATION SHEET

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NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	SOW and the Labor Hour schedule on page 11. Maximum labor hours (Time) not to exceed [REDACTED] hours. Exercise of this option will be at the sole discretion of the Government. (b)(4) Amount: [REDACTED] (Option Line Item)				(b)(4)
3002	Option Period 3 - ODC - Travel, reimbursed at cost, in accordance with the Federal Travel Regulation, to include all material handling fees authorized in GSA 8(a) STARS II Contract and in accordance with Section 4.1 of the SOW. Exercise of this option will be at the sole discretion of the Government. NTE: [REDACTED] Amount: [REDACTED] (Option Line Item)				(b)(4)
3003	Option Period 3 - Optional Tasks, priced on a Firm Fixed Price Basis. The following optional Sub-CLINS (3003AA, 3003AB & 3003AC) will be exercised at the sole discretion of the Government. Amount: \$0.00 (Option Line Item) (Not Separately Priced)	1	EA		
3003AA	Option Period 3 - Optional Task priced on Firm Fixed Price basis for the performance of Level 1 and or Level 2 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.1. This optional CLIN is only available during Option Period 3 and will be exercised at the sole discretion of the Government. Amount: [REDACTED] (Option Line Item)	12	MO		(b)(4)
3003AB	Option Period 3 - Optional Task priced on Firm Fixed Price basis for the performance of Level 3 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.2. This optional CLIN is only available during Option Period 3 and will be exercised at the sole discretion of the Government. Amount: [REDACTED] (Option Line Item) Continued ... (b)(4)	12	MO		

CONTINUATION SHEET

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 NAME OF OFFEROR OR CONTRACTOR
 POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F) (b)(4)
3003AC	Option Period 3 - Optional Task priced on a Firm Fixed Price basis for performance of Metadata Repository in accordance with the requirements detailed in the SOW, Section 2.10.3. This optional CLIN is only available during Option Period 3 and will be exercised at the sole discretion of the Government. Amount: [REDACTED] Option Line Item) (b)(4)	12	MO		
4001	Option Period 4 - Enterprise Architecture Services & Governance Planning (ESGP) - Time and Materials CLIN - Contractor to provide services in accordance with Section 2.1 through 2.9 of the SOW and the Labor Hour schedule on page 13. Maximum labor hours (Time) not to exceed [REDACTED] hours. Exercise of this option will be at the sole discretion of the Government. Amount: [REDACTED] Option Line Item) (b)(4)				
4002	Option Period 4 - ODC - Travel, reimbursed at cost, in accordance with the Federal Travel Regulation, to include all material handling fees authorized in GSA 8(a) STARS II Contract and in accordance with Section 4.1 of the SOW. Exercise of the option will be exercised at the sole discretion of the Government. NTE: [REDACTED] Amount: [REDACTED] Option Line Item) (b)(4)				
The total amount of award: \$15,449,827.73. The obligation for this award is shown in box 26.					

SECTION I
SF-1449 CONTINUATION

A. Blocks 19 through 24 – Schedule of Supplies/Services

For the purposes of establishing a total task order price, see page 16 for cumulative total inclusive of the Fixed Price, Time and Materials (T&M) and ODC CLINs.

Period of Performance: Base Period is 5 months, one 4 month option, two twelve-month option periods and one 9 month option period. Full performance, after completion of required security personnel clearance requirements, shall commence upon a Notice to Proceed letter issued by the Contracting Officer. The period performance will be adjusted based upon the date of the Notice to Proceed.

T&M CLINS – EACH T&M CLIN FOR ALL PERIODS, AT TIME OF AWARD WILL HAVE AN ESTABLISHED CEILING PRICE AND IF EXCEEDED IT IS DONE AT THE CONTRACTOR'S OWN RISK.

CLIN DESCRIPTION

0001 Pricing is on a time-and-materials basis for performance of Enterprise Architecture Services & Governance Planning (ESGP) - Contractor to provide services described in Section 2.1 through 2.9 of the SOW. The services performed shall be IAW the SOW not-to-exceed hours:

Total time-and-materials price for CLIN 0001: Enterprise Architecture Services & Governance Planning

STARS II Labor Category	Estimated Hours	Rate	Price
Total Hours			

(b)(4)

CLIN DESCRIPTION

0002 Other Direct Costs (ODC) – Travel

Other Direct Costs –Materials & Travel	\$	
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(b)(4)

SUB-CLIN DESCRIPTION

0003AA Base Period - Pricing is on a firm-fixed-price basis for performance of Level 1 and or Level 2 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.1.

Total firm-fixed-price for SUB-CLIN 0003AA: Level 1 and or Level 2 Program Support

Months	Unit Price	Extended Price
12		

(b)(4)

SUB-CLIN DESCRIPTION

0003AB Base Period - Pricing is on a firm-fixed-price basis for performance of Level 3 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.2.

Total firm-fixed-price for SUB-CLIN 0003AB: Level 3 Program Support

Months	Unit Price	Extended Price
12		

(b)(4)

SUB-CLIN DESCRIPTION

0003AC Base Period - Pricing is on a firm-fixed-price basis for performance of Metadata Repository in accordance with the requirements detailed in the SOW, Section 2.10.3.

Total firm-fixed-price for SUB-CLIN 0003AC: Metadata Repository

Months	Unit Price	Extended Price
12		

(b)(4)

Enterprise Architecture Services & Governance Planning (ESGP)
HSSCCG-13-J-00143

T&M Price for Base Period is (NTE) \$ 1,184,741.00
(Inclusive of ODC CLIN)
(Carry Amount Forward to Page 16)

Fixed Price for Base Period
(Carry Amount Forward to Page 16)

\$ (b)(4)

OPTION PERIOD 1

CLIN DESCRIPTION

1001 Option Period 1 - Pricing is on a time-and-materials basis for performance of Enterprise Architecture Services & Governance Planning (ESGP) - Contractor to provide services described in Section 2.1 through 2.9 of the SOW. The services performed shall be IAW the SOW not-to-exceed hours:

Total time-and-materials price for CLIN 1001: Enterprise Architecture Services & Governance Planning

STARS II Labor Category	Estimated Hours	Rate	Price
<input type="text"/>			
Total Hours		Total NTE Amount	<input type="text"/>

CLIN DESCRIPTION

(b)(4)

1002 Other Direct Costs (ODC) – Travel (NTE)

Other Direct Costs –Materials & Travel	\$ <input type="text"/>
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T&M Price for Option Period 1 is (NTE)
(Inclusive of ODC CLIN)
(Carry Amount Forward to Page 16)

\$ (b)(4)

OPTION PERIOD 2

CLIN DESCRIPTION

2001 Option Period 2 - Pricing is on a time-and-materials basis for performance of Enterprise Architecture Services & Governance Planning (ESGP) - Contractor to provide services described in Section 2.1 through 2.9 of the SOW. The services performed shall be IAW the SOW not-to-exceed [] hours:

Total time-and-materials price for CLIN 2001: Enterprise Architecture Services & Governance Planning

STARS II Labor Category	Estimated Hours	Rate	Price
Total Hours		Total NTE Amount	

(b)(4)

CLIN DESCRIPTION

2002 Other Direct Costs (ODC) – Travel (NTE [])

Other Direct Costs –Materials & Travel	\$	[]
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(b)(4)

SUB-CLIN DESCRIPTION

2003AA Option Period 2 - Pricing is on a firm-fixed-price basis for performance of Level 1 and or Level 2 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.1.

Total firm-fixed-price for SUB-CLIN 2003AA: Level 1 and or Level 2 Program Support

Months	Unit Price	Extended Price
12		

(b)(4)

SUB-CLIN DESCRIPTION

2003AB Option Period 2 - Pricing is on a firm-fixed-price basis for performance of Level 3 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.2.

Total firm-fixed-price for SUB-CLIN 2003AB: Level 3 Program Support

Months	Unit Price	Extended Price
12		

SUB-CLIN DESCRIPTION

(b)(4)

2003AC Option Period 2 - Pricing is on a firm-fixed-price basis for performance of Metadata Repository in accordance with the requirements detailed in the SOW, Section 2.10.3.

Total firm-fixed-price for SUB-CLIN 2003AC: Metadata Repository

Months	Unit Price	Extended Price
12	\$	

(b)(4)

T&M Price for Option Period 2 is (NTE)
(Inclusive of ODC CLIN)
(Carry Amount Forward to Page 16)

\$

(b)(4)

Fixed Price for Option Period 2
(Carry Amount Forward to Page 16)

\$

OPTION PERIOD 3

CLIN DESCRIPTION

3001 Option Period 3 - Pricing is on a time-and-materials basis for performance of Enterprise Architecture Services & Governance Planning (ESGP) - Contractor to provide services described in Section 2.1 through 2.9 of the SOW. The services performed shall be IAW the SOW not-to-exceed [REDACTED] hours: (b)(4)

Total time-and-materials price for CLIN 3001: Enterprise Architecture Services & Governance Planning

STARS II Labor Category	Estimated Hours	Rate	Price
Total Hours		Total NTE Amount	

CLIN DESCRIPTION

3002 Other Direct Costs (ODC) – Travel (NTE \$5,000)

Other Direct Costs – Materials & Travel	\$	(b)(4)	
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<u>SUB-CLIN</u>	<u>DESCRIPTION</u>
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3003AA **Option Period 3 - Pricing is on a firm-fixed-price basis for performance of Level 1 and or Level 2 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.1.**

Total firm-fixed-price for SUB-CLIN 3003AA: Level 1 and or Level 2 Program Support

		(b)(4)
Months		Unit Price
12	\$	Extended Price

SUB-CLIN DESCRIPTION

3003AB Option Period 3 - Pricing is on a firm-fixed-price basis for performance of Level 3 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.2.

Total firm-fixed-price for SUB-CLIN 3003AB: Level 3 Program Support

Months	Unit Price	Extended Price
12	\$	

(b)(4)

SUB-CLIN DESCRIPTION

3003AC Option Period 3 - Pricing is on a firm-fixed-price basis for performance of Metadata Repository in accordance with the requirements detailed in the SOW, Section 2.10.3.

Total firm-fixed-price for SUB-CLIN 3003AC: Metadata Repository

Months	Unit Price	Extended Price
12	\$	

(b)(4)

T&M Price for Option Period 3 is (NTE)
(Inclusive of ODC CLIN)
(Carry Amount Forward to Page 16)

\$

Fixed Price for Option Period 3
(Carry Amount Forward to Page 16)

\$

OPTION PERIOD 4

CLIN DESCRIPTION

4001 Option Period 4 - Pricing is on a time-and-materials basis for performance of Enterprise Architecture Services & Governance Planning (ESGP) - Contractor to provide services described in Section 2.1 through 2.9 of the SOW. The services performed shall be IAW the SOW not-to-exceed [redacted] hours: (b)(4)

Total time-and-materials price for CLIN 4001: Enterprise Architecture Services & Governance Planning

STARS II Labor Category	Estimated Hours	Rate	Price
(b)(4)			
Total Hours	[redacted]	Total NTE Amount	[redacted]

CLIN DESCRIPTION

4002 Other Direct Costs (ODC) – Travel (NTE) [redacted]

Other Direct Costs –Materials & Travel	\$ [redacted]
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(b)(4)

**T&M Price for Option Period 4 is (NTE) \$ [redacted]
(Inclusive of ODC CLIN)
(Carry Amount Forward to Page 16)**

Provide Totals as shown below:
(Inclusive of Optional SUB-CLINS)

T&M Price for Base Period (NTE) \$ 1,184,741.00

T&M Price for Option Period 1 (NTE)

T&M Price for Option Period 2 (NTE)

T&M Price for Option Period 3 (NTE)

T&M Price for Option Period 4 (NTE)

(b)(4)

Total Task Order T&M Price (Ceiling) (NTE)

(b)(4)

Provide Totals as shown below:

Fixed Price for Base Period Sub-CLINs

Fixed Price for Option Period 2 Sub-CLINs

Fixed Price for Option Period 3 Sub-CLINs

(b)(4)

Total Task Order Fixed Price

(b)(4)

Provide Totals as shown below:

Total Task Order T&M Price (Ceiling) (NTE)

Total Task Order Fixed Price

(b)(4)

Total Task Order Price (Fixed Price, T&M and ODC's)

(Inclusive of all ODC's, Option CLINs and SUB-CLINs)

\$ 15,449,827.73

B. STATEMENT OF WORK



**U.S. Citizenship
and Immigration
Services**

Office of Information Technology

**Enterprise Architecture Services
&
Governance Planning (ESGP)**

Statement of Work

Background

United States Citizenship and Immigration Services (USCIS), a component of the Department of Homeland Security (DHS), has established a process to maintain the USCIS Enterprise Architecture (USCIS EA) and to ensure proposed investments are consistent with the policies, procedures, and standards defined in the USCIS EA and other USCIS guidance governing system development and implementation. Currently, the USCIS acquisition, and IT governance process provide reviews and decisions on proposed investments at various milestones decision points of the USCIS investment life-cycle. These reviews and decision points provide a means for making adjustments to the USCIS IT investments, other acquisitions and IT policies. Additionally, the reviews document the decisions made by the Departmental EA, Acquisition, and Capital Planning governance bodies, both for oversight purposes and for use as documentation and guidance by USCIS program managers.

A critical part of the current EA process is capturing architecture, facilitation and coordination of a large volume of decision requests entering the system for reviews and decision-making by various committees, subject-matter experts, and stakeholder communities of interest. The queue of pending and in-process requests must be managed so that the review process does not become a bottleneck and allows for a streamlined process. Project Managers will need guidance and assistance in planning and preparing their review documentation. Resources appropriate for each review must be identified and scheduled so that a thorough and independent assessment is developed for decision makers and critical issues are identified and developed early in the review process. It is important to use the review process to develop consensus among a potentially large group of stakeholders, allowing Federal Executives to focus on the most important issues during high level reviews.

Additionally, technical knowledge across the broad spectrum of the IT domain is needed to ensure adequate expertise is available for the EA Program to initiate, execute and complete a variety of complex architectural work and compliance reviews. These reviews will include independent assessments of solution, segment, and enterprise level architecture artifacts as well as USCIS EA processes, frameworks, and methodologies.

The USCIS Enterprise Architecture Repository (EAR) is the final destination of all architecture works performed under this SOW. The EAR provides the knowledge management capability for the agency. EAR allows the capture, storage, and analysis of information concerning USCIS and its environment, enabling the USCIS EA to become the authoritative source for all USCIS Information. The USCIS EAR provides the capability to analyze architecture components (Business, Service Components, Performance, Technology, Data, Security and Governance) that would impact a proposed solution or provide different business perspectives by varying the levels of detail, or addressing different business concerns.

The Chief Architect is responsible for the oversight, management and governance of the EA Program. The EA program engages USCIS programs at the earliest (Need) stages of the Acquisition Review Process (ARP), and program authorization stage of the Enterprise Architecture Decision (EAD) gates to conduct EA reviews, to provide solution architecture

support, ensure EA alignment, as well as ensure that an IT investment is not designed in a vacuum, but designed in alignment with the target vision of the entire enterprise.

The provider(s) of this support will not be eligible to compete for system development or integration services for major DHS programs, as they will have access to procurement-sensitive information on Government cost estimates, pre-solicitation information on requirements, funding information and acquisition strategies.

1. Scope

The Contractor shall provide a comprehensive set of services to increase the USCIS EA capabilities. The Contractor shall be responsible for providing at a minimum, the proper skill mix of personnel that possess or exceed the certification identified in Section 5, Task Order Personnel Certifications of this SOW. Contractor shall possess at least an International Organization for Standardization (ISO) 9001-2000 or higher. The services may include, but are not limited to the following:

1.1. Development, refinement and maintaining of the USCIS EA Program Management Plan utilizing:

1.1.1. Comprehensive Enterprise Architecture

Comprehensive EA shall be fully developed to support all programs and IT initiatives by:

- Completing information contained in the EAR.
- Aligning USCIS EA to the DHS EA.
- Establishing a clear line of sight between layers of domain architectures.
- Improving EA agile governance processes, boards and work groups.
- Developing EA artifacts.
- Improving and delivering EA Services to customers.
- Designing and developing EA decision support analysis and reports.

1.1.2. FSAM compliant EA development

The Segment architectures shall be developed through an evolutionary process by developing sub-functions within each segment and progressively completing the segment.

- Develop domain architectures for each segment to a level sufficient to identify duplications in investments, potential reuse of services and IT solutions.
- Provide efficient and effective EA capabilities development that support business and IT performance improvement goals.

1.2. Development, refinement and maintaining of a transition strategy and sequencing plan.

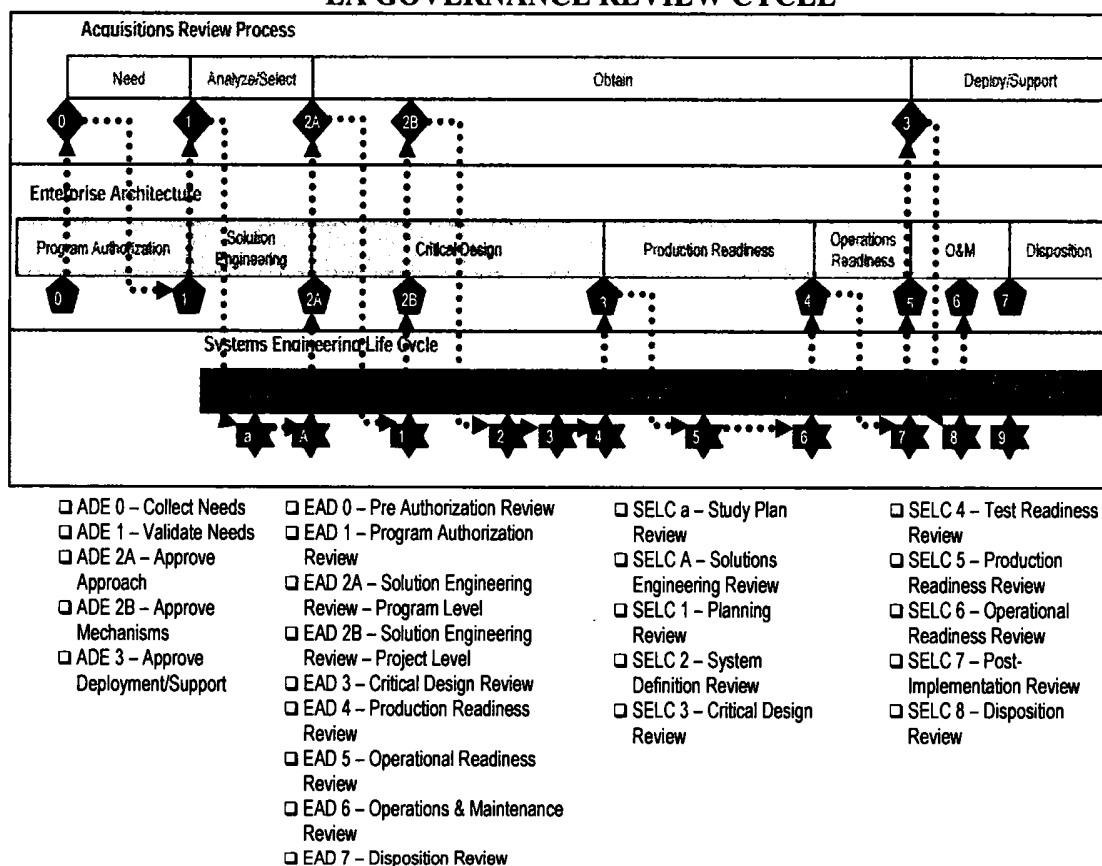
USCIS has instituted business transformation and modernization initiatives that involve various business areas and lines of business; USCIS business processes and the technology that support those processes are being redefined. Many of the current USCIS applications will be impacted by these efforts. Some applications and business processes will be changed, expanded or decommissioned. These changes may include:

- New IT solutions
- Changes in data interfaces
- Introduction of new services
- Expansion of the Service Oriented Architecture.

1.3. Establish, maintain and provide facilitation support for EA governance boards.

USCIS programs and IT investments are chartered, defined, developed and deployed according to USCIS and DHS guidelines, and controlled by USCIS EA governance processes. The Contractor will provide services necessary to enhance and streamline EA governance processes to integrate with other governance processes including the SELC, Agile, Capital Planning and Investment Control (CPIC), Component Acquisition Review Board (CARB), DHS Enterprise Architecture Board (EAB) and DHS Acquisition Review Board (ARB), to reduce inefficiencies of multiple data calls and documentation.

EA GOVERNANCE REVIEW CYCLE



This diagram identifies the three governance processes that programs and projects are subject to at the USCIS and DHS levels. It depicts how each governance process stage and review gate aligns. The process flow begins at Enterprise Architecture gate 0.

USCIS EA shall become an operational tool to support executive decisions, investment management and portfolio management. The EA program has established a governance structure consisting of review boards, policies, processes and decision authorities to ensure IT investments, and program initiatives are aligned with USCIS and DHS strategic goals.

Roll out EA services to help define the right capabilities needed and recommend solutions that support business and IT needs.

Propose innovative technologies that are scalable to fulfill future business technology needs of the agency.

Complete the development and deploy domain architectures to enhance operational value of the EA by the provisioning of services and solutions, and the use of EA established methodologies and standards for business process modeling and data modeling.

1.4. Perform EA program alignment reviews and participate in integrated project teams (IPT).

Support the development and execution of an EA Program Communication and outreach plan to inform USCIS stakeholders of EA Services, EA Value and EA Processes to include:

- Conducting and documenting minutes of EA work group meetings.
- Establish and maintain governance over EA data, EA artifacts, EA processes and EA tools.
- Develop, populate, refine and maintain contents of the EAR.
- Provide EAR training to stakeholders and user groups. Develop an integrated view of the target USCIS EA.
- Integrate EAR with EA tools and EA artifacts.
- Deploy EA reporting tools.
- Develop and maintain data architecture (meta-models and metadata).
- Develop and maintain performance architecture (goals and measures).
- Provide solution architecture subject matter expert (SME) support, business assistance and Technology support to USCIS Programs.
- Provide support in reviewing and scoring OMB Exhibit 300 and Exhibit 53.
- Prepare responses to reporting requirements to oversight organizations.
- Support EA services to all business and IT components of USCIS, which are represented on the USCIS Organizational charts as directorates and offices within USCIS.
- Expand use of EA by emphasizing the Operational Value of EA.

1.5. Record, track and report on EA development and maturation status.

Stakeholder involvement in the EA Program is necessary in leveraging contributions of business subject matter expertise and establishing a successful communication and outreach program to include:

- Engage business stakeholders and let the business executives own their segment architectures.
- Engage stakeholders in the definition, design, development, and deployment of the business and performance architectures.
- Develop, mature and track progress on all areas of the EA program to meet OMB and DHS mandates for EA Maturity measures, including the Federal Enterprise Architecture (FEA), Enterprise Architecture Assessment Framework (EAAF) and the Government Accountability Office (GAO) Enterprise Architecture Management Maturity Framework (EAMMF).
- Conduct EA assessments and produce compliance reports to external oversight entities.

Support the EA Maturity Management Strategy in the following ways:

Solicit updates to EAR data from information owners. Facilitate use of EA products and reports by providing EAR training, communication and outreach briefings to Executives, Managers and Business Owners.

- Enhance, update and maintain the EA website on USCIS Connect.
- Enhance, update and manage the EA SharePoint collaboration sites on ECN.
- Maintain an auditable, consistent mapping of EAR, EA products and artifacts as well as EA collaboration tools and governance tools.

2. Tasks

The capabilities to be developed as specified in this section are general requirements that are applicable to EA services provided to all USCIS Divisions and Programs. Seventeen key tasks are defined in this SOW. The Contractor shall engage all stakeholders within USCIS at the earliest stages of any capabilities development to help define and capture the business processes, performance requirements, service reuse opportunities, security challenges, information need of the business, and create EA artifacts and program documentation. The Contractor shall perform the following work requirements:

- 2.1 Project Management Support
- 2.2 Develop and Support EA Agile Governance Processes, Methods, and Artifacts
- 2.3 Provide Investment and Portfolio Review Support
- 2.4 Populate and Refine the EA Program Alignment Workbooks (PAW).
- 2.5 Develop Business Segment Architectures and process models
- 2.6 Develop Technology Architecture and Service Component Architecture
- 2.7 Develop Data Architecture
- 2.8 Develop Performance Architecture
- 2.9 Perform technical writing support to the EA program documentation and Architecture deliverables.
- 2.10 Optional Tasks

- 2.10.1 Level 1 & Level 2 Program Support
- 2.10.2 Level 3 Program Support
- 2.10.3 Metadata Repository Support

2.1. Project Manager Support

The Contractor shall provide a Project Management Plan that describes the work effort expected as defined in this statement of work. The plan will include the work to be completed, resources, and a schedule inclusive of milestone activities for each work requirement. The plan will be provided in Microsoft Word format. The project schedule and milestones will be tracked in Microsoft Project or other requested medium compatible with the USCIS environment.

The plan will be presented to the Chief Enterprise Architect (or delegated official) and EA staff as an electronic presentation in a kick-off meeting to ensure clear communication of expectations. Subsequent status meetings and/or reports will be held monthly between the Contractor and EA staff. The Contractor shall provide a Microsoft Office PowerPoint presentation (or other requested medium compatible with the USCIS environment) and report a summarized work progress at each monthly status meeting to include:

- Progress and work completed
- Staffing issues affecting work
- Discussions of any problems/issues and recommendations for corrective action
- Status of deliverables
- Meetings attended and summary of discussions
- Upcoming meetings scheduled
- Planned activities for next reporting period
- Critical issues
- Critical risks
- Attend the monthly performance meetings and ad hoc project management meetings as required.
- Determine gaps between current and target architecture and develop plans for transitioning to target architecture.
- Promote and educate business customers and stakeholders on the use and value of Enterprise Architecture.
- Organize and facilitate outreach and IPT sessions with business owners, program and project to collect enterprise architecture information for their IT investments.
- Ensure the rigorous application of information security/ information assurance policies, principles and practices to all components of the enterprise architecture. EA Program Reports to DHS, OMB and external oversight authorities
- Prepare EA Program Reports to DHS, OMB and external oversight authorities as requested.

USCIS EA planning activities are required both at the program and project levels. The Contractor will work with the EA team to define the scope, schedule, risk and value proposition

of the EA program in relation to their projects. The Contractor shall support the efforts to develop, maintain and update the USCIS EA Program Management Plan (EA PMP). The EA PMP shall define EA projects, milestones and deliverables. The EA PMP shall contain a detailed description of the EA Program, USCIS EA Framework, EA Life Cycle, EA Principles, EA Program requirements, EA strategy (what, how, why, who), EA stakeholders, EA performance measures, EA value and potential benefits to the business and IT, EA critical success factors, assessment of EA maturity and how EA will be developed, operationalized and managed. The EA PMP shall detail the EAR and tools, EA agile governance functions, EA communication and outreach strategy, EA Program risk management, EA quality management and EA Program resource requirements.

The Contractor shall develop and execute a communication plan that focuses on creating EA awareness with USCIS stakeholders. The Contractor shall develop communication and outreach briefings which will communicate EA value and stress the agility in implementing EA Program strategies. In completing these tasks, the Contractor shall:

- Develop a tactical communication plan
- Identify communities of interest and establish liaison and Points of Contact (POC)
- Develop methods, tools and schedule for executing the plan
- Create EA value briefing
- Execute the plan

The Contractor shall follow the USCIS SELC methodology in developing and integrating the EAR, and EA tools. The Contractor shall create all SELC documentation as specified in the project tailoring plan (PTP) and all other artifacts required to deploy the EA Tools including:

- Developing and maintenance of the EA website on USCIS Connect
- Develop and maintain the EA collaboration site on the USCIS Enterprise Collaboration Network (ECN) SharePoint
- Establish agile governance and manage all EA contents on SharePoint (USCIS Connect and ECN).

The contractor's Task lead shall be the primary interface with the USCIS Program Manager, Project Manager, Government Task Leads and Contracting Officer Representative (COR).

The Contractor shall develop a Transition Strategy and Sequencing Plan to better inform IT and business programs in making informed investment decisions based on EA analysis and recommendations for implementing the target "To-Be" architecture.

A transition strategy provides a plan, sequence and schedule for building out the organization's transformational capabilities and for managing investments, programs and projects. The sequencing plan will prioritize investments and dependencies in order to allow for effective, efficient implementation.

This work will include supporting various USCIS Directorates such as Office of Transformation Coordination (OTC), Enterprise Service Directorate, Service Center Operations, Customer Service, Citizenship, Chief Counsel, Administrative Appeals, Enterprise Services Directorate (Biometrics, Verification, Records, and National Records Center), Refugee, Asylum & International Operations (RAIO), Fraud Detection National Security (FDNS) and Management Directorate, Field Operations etc. In completing this task, the Contractor shall:

- Coordinate, facilitate, and participate in various working groups with business stakeholders, contractors and other USCIS Programs to define the EA components of each release of an IT capability.

2.2. EA Agile Governance Processes, Methods, and Artifacts

The Contractor shall develop, update and maintain processes, methods and tools to support the enterprise architecture governance council (EAGC) within USCIS and conduct EA Program Alignment Reviews across all USCIS. This work includes communicating with USCIS Programs, OIT and other stakeholders to provide guidance and ensure program alignment with overall USCIS and DHS mission and strategic goals. In completing this task, the Contractor shall:

- Facilitate EAGC activities and meetings, and document feedback and discussions.
- Establish EA working groups with representation from OIT to support various USCIS governance boards, affect agency's planning activities, as well as participate in Integrated Project Teams (IPT) for major initiatives such as the Transformation Program.
- Facilitate executive management decisions with dashboard reporting, impact analysis on cross-functional, interdepartmental decisions, business and technology solutions.
- Integrate USCIS EA governance and DHS EA governance processes.

The Contractor shall develop, maintain and update the USCIS EA Program Management Plan (EA PMP). The Contractor will work with the EA team to define the scope, schedule, risk and value proposition of the EA program. The EA PMP shall contain a detailed description of the EA Program, USCIS EA Framework, EA Life Cycle, EA Principles, EA Program requirements, EA strategy (what, how, why, who), EA stakeholders, EA performance measures, EA value and potential benefits to the business and IT, EA critical success factors, assessment of EA maturity and how EA will be developed, operationalized and managed. The EA PMP shall detail the EAR and tools, EA governance functions, EA communication and outreach strategy, EA Program risk management, EA quality management and EA Program resource requirements.

The Contractor shall develop and execute a communication plan that focuses on creating EA awareness with USCIS stakeholders. The Contractor shall develop communication and outreach briefings which will communicate EA value and stress the agility in implementing EA Program strategies. In completing these tasks, the Contractor shall:

- Develop a tactical communication plan
- Identify communities of interest and establish liaison and Points of Contact (POC)

- Develop methods, tools and schedule for executing the plan
- Create EA value briefing
- Execute the plan

The Contractor shall follow the USCIS standards and methodology in developing and integrating the EAR, and EA tools. The Contractor shall create all SELC documentation as specified in the project tailoring plan (PTP) and all other artifacts required to deploy the EA Tools including:

- Maintenance of the EA website on USCIS Connect
- Maintain the EA collaboration site on the USCIS Enterprise Collaboration Network (ECN) SharePoint.
- Establish governance and manage all EA contents on SharePoint (USCIS Connect and ECN).

The Contractor shall develop a Transition Strategy and Sequencing Plan to better inform IT and business programs in making informed investment decisions based on EA analysis and recommendations for implementing the target “To-Be” architecture.

A transition strategy provides a plan, sequence and schedule for building out the organization’s transformational capabilities and for managing investments, programs and projects. The sequencing plan will prioritize investments and dependencies in order to allow for effective, efficient implementation.

This work will include supporting various USCIS Directorates such as Office of Transformation Coordination (OTC), Enterprise Service Directorate, Service Center Operations, Customer Service, Citizenship, Chief Counsel, Administrative Appeals, Enterprise Services Directorate (Biometrics, Verification, Records, National Records Center), Refugee, Asylum & International Operations (RAIO), Fraud Detection National Security (FDNS) and Management Directorate, Field Operations etc. In completing this task, the Contractor shall:

- Coordinate, facilitate, and participate in various working groups with business stakeholders, contractors and other USCIS Programs to define the EA components of each release of an IT capability.

2.3. Investment and Portfolio Review

The EA Program includes investment and portfolio reviews. The Contractor shall:

- Review program alignment packages, technical insertions, service insertions and USCIS SELC documentation packages and provide expert opinions to program teams.
- Provide liaison support, ad hoc reporting and analysis to the USCIS CARB, and supporting offices involved in IT and acquisition review process (ARP).
- Assist in strategic planning and acquisition needs validation (Program Authorization) to assess program alignment to the USCIS, HLS EA, FEA, USCIS EA transition strategy and USCIS EA target architecture.

- Collaborate between the EA team, EPMO, CPIC and SELC processes.
- Coordinate with Program Offices and Directories in incorporating EA into the USCIS Planning, Programming, Budgeting, and Execution (PPBE) process.
- Review and score Business Cases for IT capital investments (OMB Exhibit 300 submissions) against architectural alignment criteria in support of annual budget submission.

The Contractor shall support the effort to develop, maintain and update the USCIS EA Program Management Plan (EA PMP). The EA PMP shall detail how the EAR and tools will be used to support USCIS investment and Portfolio Reviews, EA governance functions, EA communication and outreach strategy, EA Program risk management, EA quality management and EA Program resource requirements. The Contractor will work with the EA team to define the scope, schedule, risk and value proposition of the development and maturation of the investment and Portfolio Reviews processes.

The Contractor shall develop and execute a communication plan that focuses on creating EA awareness with USCIS stakeholders. The Contractor shall develop communication and outreach briefings which will communicate EA value and stress the agility in implementing EA Program strategies. In completing these tasks, the Contractor shall:

- Develop a tactical communication plan
- Identify communities of interest and establish liaison and Points of Contact (POC)
- Develop methods, tools and schedule for executing the plan
- Create EA value briefing
- Execute the plan

The Contractor shall support the update and maintenance of EIM Program, by providing new and updates to the EAR content. The Contractor shall:

- Populate, integrate, update and maintain the USCIS EAR and its contents.
- Support the collection and analysis of requirements for each release in accordance with the USCIS EA PMP, EA Strategic Plan and USCIS EA Program Initiatives.
- Coordinate with USCIS content owners to define, implement, and update the content and structure specific to their environments in the EAR.

The Contractor shall help USCIS business and OIT to formulate IT solutions from idea formation through operation and maintenance of IT systems as part of the investment and portfolio review. The contractor shall:

- Perform solution design reviews and collaborate with OIT Solution Engineering, Project managers to develop and implement innovative IT solutions in USCIS.
- Perform solution architecture reviews in ways that enable agility in IT capability development by streamlining the SELC process to respond quickly to business needs, complete small projects quickly by means of short, iterative engineering cycles. The solution architects shall target areas of opportunities for improving IT capabilities and

services to the business through analysis and the identification of performance gaps to guide, plan and design of IT investments.

- Assist in problem scoping, developing conceptual-level solution design, conducting market research, and provide technical expertise in defining needed services and technology, as well as develop and document standards.
- Perform an analysis of alternatives to identify multiple technical approaches for fixing the problem, leverage existing systems where possible to meet the requirements, and develop rough order magnitude costing.

The Contractor shall develop a Transition Strategy and Sequencing Plan to better inform IT and business programs in making informed investment decisions based on EA analysis and recommendations for implementing the target “To-Be” architecture.

A transition strategy provides a plan, sequence and schedule for building out the organization’s transformational capabilities and for managing investments, programs and projects. The sequencing plan will prioritize investments and dependencies in order to allow for effective, efficient implementation.

This work will include supporting various USCIS Directorates such as Office of Transformation Coordination (OTC), Enterprise Service Directorate, Service Center Operations, Customer Service, Citizenship, Chief Counsel, Administrative Appeals, Enterprise Services Directorate (Biometrics, Verification, Records, National Records Center), Refugee, Asylum & International Operations (RAIO), Fraud Detection National Security (FDNS) and Management Directorate, Field Operations etc. In completing this task, the Contractor shall:

- Coordinate, facilitate, and participate in various working groups with business stakeholders, contractors and other USCIS Programs to define the EA components of each release of an IT capability.

2.4. EA Program Alignment Workbook (PAW) Data Support

The Contractor shall enhance the Enterprise Information Management (EIM) Program, by collecting EA information from program/project and ingesting, linking the architectural information using the EAR. The Contractor shall:

- Develop and populate contents of the Program Alignment Workbook.
- Support the collection and analysis of information requirements for each IT investment in accordance with the USCIS EA PMP and EA Strategic Plan.
- Coordinate with USCIS business owners and program managers to define, implement and approve their respective EA Artifacts.

The Contractor will work with the EA team to define the scope, schedule, risk and value proposition of the EA program. The EA PMP shall contain a detailed description of the EA Program, USCIS EA Framework, EA Life Cycle, EA Principles, EA Program requirements, EA strategy (what, how, why, who), EA stakeholders, EA performance measures, EA value and

potential benefits to the business and IT, EA critical success factors, assessment of EA maturity and how EA will be developed, operationalized and managed.

The Contractor shall develop and execute a communication plan that focuses on creating EA awareness with USCIS stakeholders. The Contractor shall develop communication and outreach briefings which will communicate EA value and stress the agility in implementing EA Program strategies. In completing these tasks, the Contractor shall:

- Develop a tactical communication plan
- Identify communities of interest and establish liaison and Points of Contact (POC)
- Develop methods, tools and schedule for executing the plan
- Create EA value briefing
- Execute the plan

The Contractor shall support the update and maintenance of EIM Program, by providing new and updates to the EAR content. The Contractor shall:

- Populate, integrate, update and maintain the USCIS EAR and its contents.
- Support the collection and analysis of requirements for each release in accordance with the USCIS EA PMP, EA Strategic Plan and USCIS EA Program Initiatives.
- Coordinate with USCIS content owners to define, implement, and update the content and structure specific to their environments in the EAR.

The Contractor shall follow the USCIS standards and methodology in developing and integrating the EAR, and EA tools. The Contractor shall create all SELC documentation as specified in the project tailoring plan (PTP) and all other artifacts required to deploy the EA Tools including:

- Maintenance of the EA website on USCIS Connect
- Maintain the EA collaboration site on the USCIS Enterprise Collaboration Network (ECN) SharePoint
- Establish governance and manage all EA contents on SharePoint (USCIS Connect and ECN).

The Contractor shall work with USCIS business and OIT to formulate ways of capturing IT solutions from idea formation through operation and maintenance of IT systems during the relevant Enterprise Architecture Decision (EAD) phases. The contractor shall:

- Document solution design and collaborate with OIT Solution Engineering, Project managers to implement innovative IT solutions in USCIS based on the IT roadmap and USCIS Target Architecture.
- Provide solution architecture services in ways that enable agility in IT capability development by streamlining the SELC process to respond quickly to business needs, complete small projects quickly by means of short, iterative engineering cycles. Ensure that the solution architecture target areas of opportunities for improving IT

- capabilities and services to the business through analysis and the identification of performance gaps to guide, plan and design of IT investments.
- Assist in problem scoping, developing conceptual-level solution design, conducting market research, and provide technical expertise in defining needed services and technology, as well as develop and document standards.
- Perform an analysis of alternatives to identify multiple technical approaches for fixing the problem, leverage existing systems where possible to meet the requirements, and develop rough order magnitude costing.
- Develop and submit required program alignment documentation and EA artifacts for solution architecture developed.

The Contractor shall develop a Transition Strategy and Sequencing Plan to better inform IT and business programs in making informed investment decisions based on EA analysis and recommendations for implementing the target “To-Be” architecture.

A transition strategy provides a plan, sequence and schedule for building out the organization’s transformational capabilities and for managing investments, programs and projects. The sequencing plan will prioritize investments and dependencies in order to allow for effective, efficient implementation.

This work will include supporting various USCIS Directorates such as Office of Transformation Coordination (OTC), Enterprise Service Directorate, Service Center Operations, Customer Service, Citizenship, Chief Counsel, Administrative Appeals, Enterprise Services Directorate (Biometrics, Verification, Records, and National Records Center), Refugee, Asylum & International Operations (RAIO), Fraud Detection National Security (FDNS) and Management Directorate, Field Operations etc. In completing this task, the Contractor shall:

- Coordinate, facilitate, and participate in various working groups with business stakeholders, contractors and other USCIS Programs to define the EA components of each release of an IT capability.

2.5. Business Architecture and Segment Architecture

The USCIS Segment Architecture is based on the Federal Segment Architecture methodology (FSAM). The USCIS EA Division has established a performance architecture framework applicable to all USCIS Segments which provides for an end-to-end view of desired customer operations through Level 3 process models and mapped to Conceptual Data Models and Logical Data Models that identify the data entities, major attributes and relationships required to support the data requirements. The Contractor shall use the USCIS established Segment Architecture methodologies and Frameworks in developing the architectures and to inform stakeholders with sufficient detail to facilitate budgetary planning, deployment of systems and technologies that are needed to obtain the future state of the segment. The Contractor shall:

- Provide leadership toward creating, maintaining, and marketing a strategic view of a business architecture that meets the needs of the agency.

- Assist in the development of the overall architecture structure and provide guidance for the overall integrity of the architecture.
- Develop business architecture showing clear line of sight between levels of the segment architectures.
- Design and develop business processes to Level 3 process models to support implementation of future segment architectural goals.
- Analyze proposed business architecture changes and designs to ensure they are aligned with the architectural vision for the enterprise.
- Develop all of the required EA artifacts to complete a Segment Architecture as directed by the Chief Architect, including but not limited to Target Workflows, Target Process Information Matrices (PIMS).
- Use business architecture best practice, policies, standards, tools, techniques, processes and procedures to develop repeatable methods for creating and integrating strategic and tactical plans from complex visions and business strategies.
- Reference and follow the Business Process Modeling Notation (BPMN) standardized graphical notation for drawing business processes as described in the document "US Citizenship and Immigration Services"; Enterprise Architecture Standard: Business Process Modeling Notation (BPMN) Version 2.0.
- Perform Business Process Management Analysis that captures process owners, participants, laws and regulations that are applicable to processes, hand-offs and interactions, fees, and where processes are performed.
- Collect segment information during EA program alignment reviews, as well as during EA outreach meetings with business stakeholders.
- Advise and educate on architectural issues to ensure that business segments are aligned with the future architecture.
- Consult on the implementation of business solutions based on the architecture development. Develop communication briefings for business and technical executive leadership on various issues related to business architecture.
- Provide advisory services to the Business and office of Information Technology (OIT) to communicate business needs for technology capabilities within the agency.

The Contractor shall support the effort to develop, maintain and update the USCIS EA Program Management Plan (EA PMP). The EA PMP shall detail how the EAR and tools will be used to support the Business Architecture and Segment Architectures, EA governance functions, EA communication and outreach strategy. The PMP shall detail the EA Program risk management, EA quality management and EA Program resource requirements. The Contractor will work with the EA team to define the scope, schedule, risk and value proposition of the development and maturation of the Business Architecture and Segment Architectures.

The Contractor shall develop and execute a communication plan that focuses on creating EA awareness with USCIS stakeholders. The Contractor shall develop communication and outreach briefings which will communicate EA value and stress the agility in implementing EA Program strategies. In completing these tasks, the Contractor shall:

- Develop a tactical communication plan

- Identify communities of interest and establish liaison and Points of Contact (POC)
- Develop methods, tools and schedule for executing the plan
- Create EA value briefing
- Execute the plan

The Contractor shall support the update and maintenance of EIM Program, by providing new and updates to the EAR content. The Contractor shall:

- Populate, integrate, update and maintain the USCIS EAR and its contents.
- Support the collection and analysis of requirements for each release in accordance with the USCIS EA PMP, EA Strategic Plan and USCIS EA Program Initiatives.
- Coordinate with USCIS content owners to define, implement, and update the content and structure specific to their environments in the EAR.

The Contractor will be responsible for supporting programs during the pre-investment and pre acquisition stages to ensure programs get architectural guidance and direction on security and privacy. The Contractor shall help define the security architecture for USCIS. Assist and guide programs with capturing enterprise and segment security and privacy requirements for any acquisitions. The security architecture framework shall include policy, implementation guidance, compliance, and process definition. The Contractor shall:

- Create a unified framework and reusable services that implement policy, standards, and risk management decisions.
- Develop and publish architectural guidance on security and privacy and ensure alignment with business, performance, data, services and technology layers.
- Collaborate on topics such as, but not limited to; policy definition, technology selection and project review to incident response.
- Analyze security architecture including security theory and technology vulnerability analysis.
- Collaborate with subject matter experts to define an integrated framework for security and privacy and policy, architecture and the guidance necessary for its consistent implementation.

The Contractor shall support USCIS business and OIT to formulate IT solutions for their segment architecture, from idea formation through operation and maintenance of IT systems. The contractor shall:

- Perform solution design and collaborate with OIT Solution Engineering, Project managers to develop and implement innovative IT solutions in USCIS.
- Provide architecture services in ways that enable agility in IT capability development by streamlining the SELC process to respond quickly to business needs, complete small projects quickly by means of short, iterative engineering cycles. The contractor shall target areas of opportunities for improving IT capabilities and services to the business through analysis and the identification of performance gaps to guide, plan and design of IT investments.

- Assist in problem scoping, developing conceptual-level solution design, conducting market research, and provide technical expertise in defining needed services and technology, as well as develop and document standards.
- Perform an analysis of alternatives to identify multiple approaches for fixing the problem, leverage existing systems where possible to meet the requirements, and develop rough order magnitude costing.
- Develop and submit required program alignment documentation and EA artifacts to support the solution architecture developed.

The Contractor shall develop a Transition Strategy and Sequencing Plan to better inform IT and business programs in making informed investment decisions based on EA analysis and recommendations for implementing the target “To-Be” architecture.

A transition strategy provides a plan, sequence and schedule for building out the organization’s transformational capabilities and for managing investments, programs and projects. The sequencing plan will prioritize investments and dependencies in order to allow for effective, efficient implementation.

This work will include supporting various USCIS Directorates such as Office of Transformation Coordination (OTC), Enterprise Service Directorate, Service Center Operations, Customer Service, Citizenship, Chief Counsel, Administrative Appeals, Enterprise Services Directorate (Biometrics, Verification, Records, National Records Center), Refugee, Asylum & International Operations (RAIO), Fraud Detection National Security (FDNS) and Management Directorate, Field Operations etc. In completing this task, the Contractor shall:

- Coordinate, facilitate, and participate in various working groups with business stakeholders, contractors and other USCIS Programs to define the EA components of each release of an IT capability.

2.6. Technology Architecture and Service Component Architecture

The Contractor shall analyze and define advanced technologies relevant to the applications and services within the EA. Provide guidance to project teams in the implementation and adherence to governance principles, policies and procedures. Identify and manage exceptions to the governance standards. Provide leadership and skills transfer across the architecture group with respect to due processes, methodologies and relevant best practices. Research, monitor and communicate technology trends. Provide leadership and proposals about technological opportunities to the Business for a broad, diverse and complex set of functions. The Contractor shall:

- Provide coaching and mentoring to Program Managers to collect and maintain their technology architecture information.

- Consult on the implementation of technology solutions based on the architecture development. Develop communication briefings for technical executive leadership on various issues related to technology architecture.
- Define and implement technology governance standards and activities.
- Develop Enterprise IT products and services reference model.
- Develop a Services component Architecture.
- Develop a catalog of USCIS application services.
- Promote reuse of these products and services across the enterprise.
- Provide technical guidance and counsel to project teams to ensure alignment to the IT Architecture.
- Identify new and changing technical skill set requirements.
- Configure Rochade tool.

The Contractor shall support the effort to develop, maintain and update the USCIS EA Program Management Plan (EA PMP). The Contractor will work with the EA team to define the scope, schedule, risk and value proposition of the Technology Architecture and the Service Component Architecture. The EA PMP shall contain a detailed description of the EA Program domains, USCIS EA Framework, EA Life Cycle, EA Principles, EA Program requirements, EA strategy (what, how, why, who), EA stakeholders, EA performance measures, EA value and potential benefits to the business and IT, EA critical success factors, assessment of EA maturity and how EA will be developed, operationalized and managed. The EA PMP shall detail how the EAR and tools will be used to support the Technology Architecture and the Service Component Architecture, EA governance functions, EA communication and outreach strategy.

The Contractor shall develop and execute a communication plan that focuses on creating EA awareness with USCIS stakeholders. The Contractor shall develop communication and outreach briefings which will communicate EA value and stress the agility in implementing EA Program strategies. In completing these tasks, the Contractor shall:

- Develop a tactical communication plan
- Identify communities of interest and establish liaison and Points of Contact (POC)
- Develop methods, tools and schedule for executing the plan
- Create EA value briefing
- Execute the plan

The Contractor shall support the update and maintenance of EIM Program, by providing new and updates to the EAR content. The Contractor shall:

- Populate, integrate, update and maintain the USCIS EAR and its contents.
- Support the collection and analysis of requirements for each release in accordance with the USCIS EA PMP, EA Strategic Plan and USCIS EA Program Initiatives.
- Coordinate with USCIS content owners to define, implement, and update the content and structure specific to their environments in the EAR.

The Contractor will be responsible for supporting programs during the pre-investment and pre acquisition stages to ensure programs get architectural guidance and direction on security and privacy. The Contractor shall help define the security architecture for USCIS. Assist and guide programs with capturing enterprise and segment security and privacy requirements for any acquisitions. The security architecture framework shall include policy, implementation guidance, compliance, and process definition. The Contractor shall:

- Create a unified framework and reusable services that implement policy, standards, and risk management decisions.
- Develop and publish architectural guidance on security and privacy and ensure alignment with business, performance, data, services and technology layers.
- Collaborate on topics such as, but not limited to; policy definition, technology selection and project review to incident response.
- Analyze security architecture including security theory and technology vulnerability analysis.
- Collaborate with subject matter experts to define an integrated framework for security and privacy and policy, architecture and the guidance necessary for its consistent implementation.

The Contractor support USCIS business and OIT to formulate IT solutions from idea formation through operation and maintenance of IT systems. The contractor shall:

- Perform solution design and collaborate with OIT Solution Engineering, Project managers to develop and implement innovative IT solutions in USCIS that align with the EA roadmap and the USCIS Target Architecture..
- Provide solution architecture services in ways that enable agility in IT capability development by streamlining the SELC process to respond quickly to business needs, complete small projects quickly by means of short, iterative engineering cycles. The Contractor shall target areas of opportunities for improving IT capabilities and services to the business through analysis and the identification of performance gaps to guide, plan and design of IT investments.
- Assist in problem scoping, developing conceptual-level solution design, conducting market research, and provide technical expertise in defining needed services and technology, as well as develop and document standards.
- Perform an analysis of alternatives to identify multiple technical approaches for fixing the problem, leverage existing systems where possible to meet the requirements, and develop rough order magnitude costing.
- Develop and submit required program alignment documentation and EA artifacts for solution architecture developed.

The Contractor shall develop a Transition Strategy and Sequencing Plan to better inform IT and business programs in making informed investment decisions based on EA analysis and recommendations for implementing the target “To-Be” architecture.

A transition strategy provides a plan, sequence and schedule for building out the organization's transformational capabilities and for managing investments, programs and projects. The sequencing plan will prioritize investments and dependencies in order to allow for effective, efficient implementation.

This work will include supporting various USCIS Directorates such as Office of Transformation Coordination (OTC), Enterprise Service Directorate, Service Center Operations, Customer Service, Citizenship, Chief Counsel, Administrative Appeals, Enterprise Services Directorate (Biometrics, Verification, Records, National Records Center), Refugee, Asylum & International Operations (RAIO), Fraud Detection National Security (FDNS) and Management Directorate, Field Operations etc. In completing this task, the Contractor shall:

- Coordinate, facilitate, and participate in various working groups with business stakeholders, contractors and other USCIS Programs to define the EA components of each release of an IT capability.

2.7. Data Architecture

The Contractor shall assist USCIS programs in developing data models and establishing and/or improving the data management program. The effort to model the enterprise shall include providing reference, Conceptual, Logical and Physical Data Models of both the "as is" and any potential "to be" data structures. The chosen tool for these efforts will be ERWin Data Modeler Version 7.X or compatible. Alternate data modeling tools can be substituted at the expense of the Contractor however, any output submitted for review by government entities or consumption by any EAR, will be in a format capable of being ingested (in a useable form) by ERWin Data Modeler. The Contractor shall:

- Assist USCIS Data Architect in the refinement of the Enterprise Conceptual Data Model (CDM) and Logical Data Model (LDM). Create data models according to USCIS standards and naming conventions. Assist USCIS Data Architect in keeping the Enterprise Physical Data Model (PDM) current.
- Guide enterprise-wide data architecture strategies integration with enterprise infrastructure and application architectures, as well as data integration processes, data governance models and standards specifications.
- Develop Target CDM and Target LDM to identify the data entities, major attributes and relationships required to support the data requirements. Provide an end-to-end view of the desired customer operations mapped to data and the associated business processes within each USCIS Segment Architecture.
- Develop data dictionary definitions.
- Ensure cross USCIS Data Architecture visibility on enterprise data usage; access, and storage; and how and what methods are used in the data transformation within the data usage lifecycle.
- Conduct briefings to high-level decision makers on Enterprise Data Management and information sharing frameworks for USCIS.

- Conform to the National Information Exchange Model (NIEM) standards when developing USCIS data models for external facing system interfaces.
- Evaluate new and emerging technologies supporting new and changing data standards.
- Support and facilitate functional data management discussions and initiatives across USCIS.
- Provide OIT with a complete body of data and information architectural standards, policies and designs that address data management and secure data access, ensuring that there is integration of the USCIS Security Architecture and it is in line with the USCIS Data Architecture.
- Document the proper sequence of activities that have to be performed to ensure an effective and efficient implementation of the future architecture.
- Promote internal and/or external partnerships that improve data integration and information sharing responsiveness.

System modeling list will be directed by USCIS Data Architect. The Contractor shall coordinate on an ongoing basis with the data stewards to ensure that any change or modification to the data architecture is captured and data models updated.

The Contractor shall support the effort to develop, maintain and update the USCIS EA Program Management Plan (EA PMP). The Contractor will work with the EA team to define the scope, schedule, risk and value proposition of the Data Architecture. The EA PMP shall contain a detailed description of the EA Program domains, USCIS EA Framework, EA Life Cycle, EA Principles, EA Program requirements, EA strategy (what, how, why, who), EA stakeholders, EA performance measures, EA value and potential benefits to the business and IT, EA critical success factors, assessment of EA maturity and how EA will be developed, operationalized and managed. The EA PMP shall detail how the EAR and tools will be used to support the Data Architecture, Data governance functions, EA communication and outreach strategy.

The Contractor shall develop and execute a communication plan that focuses on creating EA awareness with USCIS stakeholders. The Contractor shall develop communication and outreach briefings which will communicate EA value and stress the agility in implementing EA Program strategies. In completing these tasks, the Contractor shall:

- Develop a tactical communication plan
- Identify communities of interest and establish liaison and Points of Contact (POC)
- Develop methods, tools and schedule for executing the plan
- Create EA value briefing
- Execute the plan

The Contractor shall support the update and maintenance of EIM Program, by providing new and updates to the EAR content. The Contractor shall:

- Populate, integrate, update and maintain the USCIS EAR and its contents.

- Support the collection and analysis of requirements for each release in accordance with the USCIS EA PMP, EA Strategic Plan and USCIS EA Program Initiatives.
- Coordinate with USCIS content owners to define, implement, and update the content and structure specific to their environments in the EAR.

The Contractor shall fully integrate EA meta-models and documents linked by organizational structure, strategic goals, business segment, performance measures, data, service components, technologies, budget, investment level, EAD stages and other resources. The Contractor shall establish and demonstrate the critical integration links between EA R components to enable alternative views and decision support analysis to include:

- Developing ad-hoc and specific reports from the EAR in support of USCIS leadership.
- Support USCIS transformation and other USCIS Programs in refining their underlying IT services.
- Support DHS EA reporting requirements as well as reporting to external oversight authorities on EAR information to include:
 - Mission complexity
 - Business change
 - Segment architecture
 - IT profile
 - IT spending
 - Investment performance
- Develop a business oriented user interface in the EAR. This includes optimized access and flow of information to each level of the organizational structure, as needed by the stakeholders.
- Perform operation and maintenance services for the EAR as necessary required by this statement of work.

The Contractor will be responsible for supporting programs during the pre-investment and pre acquisition stages to ensure programs get architectural guidance and direction on security and privacy. The Contractor shall help define the security architecture for USCIS. Assist and guide programs with capturing enterprise and segment security and privacy requirements for any acquisitions. The security architecture framework shall include policy, implementation guidance, compliance, and process definition. The Contractor shall:

- Create a unified framework and reusable services that implement policy, standards, and risk management decisions.
- Develop and publish architectural guidance on security and privacy and ensure alignment with business, performance, data, services and technology layers.
- Collaborate on topics such as, but not limited to; policy definition, technology selection and project review to incident response.

- Analyze security architecture including security theory and technology vulnerability analysis.
- Collaborate with subject matter experts to define an integrated framework for security and privacy and policy, architecture and the guidance necessary for its consistent implementation.

The Contractor shall support USCIS business and OIT to formulate IT solutions from idea formation through operation and maintenance of IT systems. The contractor shall:

- Perform solution design and collaborate with OIT Solution Engineering, Project managers to develop and implement innovative IT solutions in USCIS in alignment with the USCIS data architecture and data management strategies.
- Provide solution architecture services in ways that enable agility in IT capability development by streamlining the SELC process to respond quickly to business needs, complete small projects quickly by means of short, iterative engineering cycles. The Contractor shall target areas of opportunities for improving data and information capabilities and data services to the business through analysis and the identification of performance gaps to guide, plan and design of IT investments.
- Assist in problem scoping, developing conceptual-level solution design, conducting market research, and provide technical expertise in defining needed data services and technology, as well as develop and document standards.
- Perform an analysis of alternatives to identify multiple technical approaches for fixing the problem, leverage existing systems where possible to meet the requirements, and develop rough order magnitude costing.
- Develop and submit required program alignment documentation and EA artifacts for solution architecture developed.

The Contractor shall develop a Transition Strategy and Sequencing Plan to better inform IT and business programs in making informed investment decisions based on EA analysis and recommendations for implementing the target "To-Be" architecture.

A transition strategy provides a plan, sequence and schedule for building out the organization's transformational capabilities and for managing investments, programs and projects. The sequencing plan will prioritize investments and dependencies in order to allow for effective, efficient implementation.

This work will include supporting various USCIS Directorates such as Office of Transformation Coordination (OTC), Enterprise Service Directorate, Service Center Operations, Customer Service, Citizenship, Chief Counsel, Administrative Appeals, Enterprise Services Directorate (Biometrics, Verification, Records, National Records Center), Refugee, Asylum & International Operations (RAIO), Fraud Detection National Security (FDNS) and Management Directorate, Field Operations etc. In completing this task, the Contractor shall:

- Coordinate, facilitate, and participate in various working groups with business stakeholders, contractors and other USCIS Programs to define the EA components of each release of an IT capability.

2.8. Performance Architecture

The Contractor shall ensure that the “To-Be” performance architecture spans across each layer of the USCIS EA (Enterprise level, Segment level, and Solution level). Provide enough detail to capture performance measures at the task and transaction level or level 5 of the business architecture to provide “Line of Sight” from the Solution to the agencies strategic goals. The Contractor shall:

- Capture, review, analyze, and propose performance goals, objectives, measures and metrics during program alignment reviews at EAD stages.
- Integrate directorate, division, program, branch, project performance measurement data with OMB Exhibit 300 and/or Exhibit 53 information, as well as the capital planning and investment control process.
- Develop a Performance Architecture Management Plan and through the development of the plan, identify performance improvements throughout the enterprise.
- Identify and document workflow redundancy, processes and functions that fail to meet existing business needs, data dispersion shortfalls and gaps between current process efficiency and efficiency goals.
- Capture flexibility and scalability of processes and applications supporting the business segments.
- Promote the leveraging of EA knowledge for process and performance improvement.

The Contractor shall support the effort to develop, maintain and update the USCIS EA Program Management Plan (EA PMP). The Contractor will work with the EA team to define the scope, schedule, risk and value proposition of the Performance Architecture. The EA PMP shall contain a detailed description of the EA Program domains, USCIS EA Framework, EA Life Cycle, EA Principles, EA Program requirements, EA strategy (what, how, why, who), EA stakeholders, EA performance measures, EA value and potential benefits to the business and IT, EA critical success factors, assessment of EA maturity and how EA will be developed, operationalized and managed. The EA PMP shall detail how the EAR and tools will be used to support the Performance Architecture and EA communication and outreach strategy.

The Contractor shall develop and execute a communication plan that focuses on creating EA awareness with USCIS stakeholders. The Contractor shall develop communication and outreach briefings which will communicate EA value and stress the agility in implementing EA Program strategies. In completing these tasks, the Contractor shall:

- Develop a tactical communication plan
- Identify communities of interest and establish liaison and Points of Contact (POC)
- Develop methods, tools and schedule for executing the plan

- Create EA value briefing
- Execute the plan

The Contractor shall support the update and maintenance of EIM Program, by providing new and updates to the EAR content. The Contractor shall:

- Populate, integrate, update and maintain the USCIS EAR and its contents.
- Support the collection and analysis of requirements for each release in accordance with the USCIS EA PMP, EA Strategic Plan and USCIS EA Program Initiatives.
- Coordinate with USCIS content owners to define, implement, and update the content and structure specific to their environments in the EAR.

The Contractor will be responsible for supporting programs during the pre-investment and pre acquisition stages to ensure programs get architectural guidance and direction on security and privacy. The Contractor shall help define the security architecture for USCIS. Assist and guide programs with capturing enterprise and segment security and privacy requirements for any acquisitions. The security architecture framework shall include policy, implementation guidance, compliance, and process definition. The Contractor shall:

- Create a unified framework and reusable services that implement policy, standards, and risk management decisions.
- Develop and publish architectural guidance on security and privacy and ensure alignment with business, performance, data, services and technology layers.
- Collaborate on topics such as, but not limited to; policy definition, technology selection and project review to incident response.
- Analyze security architecture including security theory and technology vulnerability analysis.
- Collaborate with subject matter experts to define an integrated framework for security and privacy and policy, architecture and the guidance necessary for its consistent implementation.

The Contractor shall support USCIS business and OIT to formulate IT solutions from idea formation through operation and maintenance of IT systems. The contractor shall:

- Perform solution design and collaborate with OIT Solution Engineering, Project managers to develop and implement innovative IT solutions in USCIS relevant to performance architecture.
- Provide architecture services in ways that enable agility in IT capability development by streamlining the SELC process to respond quickly to business needs, complete small projects quickly by means of short, iterative engineering cycles. The Contractor shall target areas of opportunities for improving IT capabilities and services to the business through analysis and the identification of performance gaps to guide, plan and design of IT investments.

- Assist in problem scoping, developing conceptual-level solution design, conducting market research, and provide technical expertise in defining needed services and technology, as well as develop and document standards.
- Perform an analysis of alternatives to identify multiple technical approaches for fixing the problem, leverage existing systems where possible to meet the requirements, and develop rough order magnitude costing.
- Develop and submit required program alignment documentation and EA artifacts to support solution architecture development.

The Contractor shall develop a Transition Strategy and Sequencing Plan to better inform IT and business programs in making informed investment decisions based on EA analysis and recommendations for implementing the target “To-Be” architecture.

A transition strategy provides a plan, sequence and schedule for building out the organization’s transformational capabilities and for managing investments, programs and projects. The sequencing plan will prioritize investments and dependencies in order to allow for effective, efficient implementation.

This work will include supporting various USCIS Directorates such as Office of Transformation Coordination (OTC), Enterprise Service Directorate, Service Center Operations, Customer Service, Citizenship, Chief Counsel, Administrative Appeals, Enterprise Services Directorate (Biometrics, Verification, Records, National Records Center), Refugee, Asylum & International Operations (RAIO), Fraud Detection National Security (FDNS) and Management Directorate, Field Operations etc. In completing this task, the Contractor shall:

- Coordinate, facilitate, and participate in various working groups with business stakeholders, contractors and other USCIS Programs to define the EA components of each release of an IT capability.

2.9. Technical Writing

The Contractor shall perform administrative assistant services to the EA Program. The task involves writing and editing EA program documents, EA artifacts, briefings, brochures, articles and training manuals. The Contractor shall:

- Write, review and edit documents using technical specifications that are in the correct format, clear and useful for the intended audience.
- Manage editorial control for branding by ensuring that all EA documents and EA artifacts comply with the USCIS OIT and EA branding.
- Manage the creation of communication, outreach and EA marketing products.

The Contractor shall support the efforts to develop, maintain and update the USCIS EA Program Management Plan (EA PMP). The Contractor will work with the EA team to define the scope, schedule, risk and value proposition of the EA program. The EA PMP shall contain a detailed

description of the USCIS IT investments, EA As-Is and Target Architectures, USCIS EA Roadmap, USCIS EA Framework, EA Life Cycle, EA Principles, EA Program requirements, EA strategy (what, how, why, who), EA stakeholders, EA performance measures, EA value and potential benefits to the business and IT, EA critical success factors, assessment of EA maturity and how EA will be developed, operationalized and managed. The EA PMP shall detail the EAR and tools, EA governance functions, EA communication and outreach strategy, EA Program risk management, EA quality management and EA Program resource requirements.

The Contractor shall support the efforts to develop communication and outreach briefings which will communicate EA value and stress the agility in implementing EA Program strategies, and will focus on creating EA awareness with USCIS stakeholders. The Contractor shall develop.

The Contractor shall support the update and maintenance of EIM Program, by supporting the development of new contents and perform changes and updates to the EAR content. The Contractor shall:

- Update and maintain the USCIS EAR contents.
- Support the collection and analysis of requirements for each release in accordance with the USCIS EA PMP, EA Strategic Plan and USCIS EA Program Initiatives.
- Coordinate with USCIS content owners to define, implement, and update the content and structure specific to their environments in the EAR.

The Contractor shall follow the USCIS SELC methodology in developing and integrating the EAR, and EA tools. The Contractor shall create all SELC documentation as specified in the project tailoring plan (PTP) and all other artifacts required to deploy the EA Tools including:

- Developing and maintenance of the EA website on USCIS Connect
- Develop and maintain the EA collaboration site on the USCIS Enterprise Collaboration Network (ECN) SharePoint
- Establish governance and manage all EA contents on SharePoint (USCIS Connect and ECN).

The Contractor shall support USCIS business and OIT to document IT solutions from idea formation through operation and maintenance of IT systems. The contractor shall:

- Document solution design and collaborate with OIT Solution Engineering, Project managers to develop and implement innovative IT solutions in USCIS.
- Provide technical writing support in documenting solution architecture in ways that enable agility in IT capability development by streamlining the SELC process to respond quickly to business needs, complete small projects quickly by means of short, iterative engineering cycles. The solution architects shall target areas of opportunities for improving IT capabilities and services to the business through analysis and the identification of performance gaps to guide, plan and design of IT investments.
- Assist in documenting problem scope, documenting conceptual-level solution design, conducting market research, and provide technical expertise in defining needed services and technology, as well as develop and document standards.

- Support the documentation of an analysis of alternatives to identify multiple technical approaches for fixing the problem, leverage existing systems where possible to meet the requirements, and document rough order magnitude costing.
- Develop and submit required program alignment documentation and EA artifacts for solution architecture developed.

The Contractor shall develop a Transition Strategy and Sequencing Plan to better inform IT and business programs in making informed investment decisions based on EA analysis and recommendations for implementing the target “To-Be” architecture.

A transition strategy provides a plan, sequence and schedule for building out the organization’s transformational capabilities and for managing investments, programs and projects. The sequencing plan will prioritize investments and dependencies in order to allow for effective, efficient implementation.

This work will include supporting various USCIS Directorates such as Office of Transformation Coordination (OTC), Enterprise Service Directorate, Service Center Operations, Customer Service, Citizenship, Chief Counsel, Administrative Appeals, Enterprise Services Directorate (Biometrics, Verification, Records, and National Records Center), Refugee, Asylum & International Operations (RAIO), Fraud Detection National Security (FDNS) and Management Directorate, Field Operations etc. In completing this task, the Contractor shall:

Coordinate, facilitate, and participate in various working groups with business stakeholders, contractors and other USCIS Programs to define the EA components of each release of an IT capability.

2.10. Optional Tasks – Option CLINS (0003, 1003, 2003)

The optional tasks will support EA development in a consultation capacity. In anticipation of surges to support the ever-changing mission and technology environment at USCIS, as well as changes to Chief Information Officer priorities, the Contractor shall be called upon to offer business process modeling, business process reengineering, data modeling, conceptual solution design and development, analytical work products (e.g. affinity analysis), impact assessments, white papers, position papers, the development of executive briefings and both technical and functional evaluations for the duration of the tasks.

USCIS program offices and directorates may require EA support for a period of time. In order for support to be provided under this activity it requires the completion of a Service Level Agreement (SLA) between the USCIS Office of Information Technology, the business owner and COR. The final approving authority is the Contracting Officer. The SLA shall define and document:

- Work to be performed
- Period of Performance
- Funding and Resources

- Contact Information

For all activities supported under Section 2.10, Optional Tasks, cost and performance information will be provided to the COR and business owner.

2.10.1. Level 1 and or Level 2 Program Support – Optional CLINs (AA)

The Contractor shall conduct solution architecture analysis by reviewing existing high priority DHS level 1 and level 2 large and or risky IT programs and investments to assess the overall health and direction of a solution. Help provide the EA alignment to the USCIS and DHS enterprise architecture and Subject Matter Expert assistance in reviewing and scoring the business cases for IT capital planning and investment control (CPIC), OMB Exhibit 300 submissions, against the architectural alignment criteria in support of annual budget submission. Develop an architecture strategy that provides enough detail to capture performance measures at the task and transaction level or level 5 of the business architecture to provide “Line of Sight” from the solution to the agencies strategic goals. Architect and frame an IT solution before an investment is made or before retooling an investment. Provide subject matter expertise in developing, monitoring, and refining the Enterprise, segment and solution architecture to be aligned with an agile organization.

The project manager shall at a minimum:

- Facilitate and coordinate information gathering sessions with the business units, program and project managers
- Supervise the contractor staff
- Manage EA milestones and contract deliverables
- Coordinate the domain architecture activities
- Develop high level landscape that articulates each layer of the architecture
- Provide architectural guidance and direction on security and privacy

The solution architect shall at a minimum:

- Analyze business and technology environment
- Provide Alternative Analysis support
- Develop Conceptual Solution, including interfaces to legacy systems
- Create a unified framework and reusable services that implement policy, standards, and risk management decisions

The business architect shall at a minimum:

- Create Target State process models for Verification Division
- Work with SMEs to validate “As Is” state
- Support and execute Business Process Working Group Sessions

The data architect shall at a minimum:

- Develop data definitions
- Develop data models
- Identify and map entity-to-process relationships
- Execute Data Working Group Sessions
- Capture enterprise and segment security and privacy requirements for acquisitions

The performance architect shall at a minimum:

- Develop performance architecture framework
- Establish line of sight with metrics
- Identify enterprise and programmatic metrics
- Create data collection plan
- Support development of EA-related Performance architecture artifacts
- Capture enterprise and segment security and privacy requirements for acquisitions

The requirements analyst shall at a minimum:

- Identify and document functional and business requirements in an either a modular (agile) or monolithic development environment.
- Develop user stories, visual epics as they relate to an agile development cycle
- Provide architectural guidance and direction on security and privacy
- Capture enterprise and segment security and privacy requirements for acquisitions

2.10.2. Level 3 Program Support – Optional CLIN(AB)

The Contractor shall conduct solution architecture analysis by reviewing existing smaller level 3 IT programs and investments to assess the overall health and direction of a solution. Develop an architecture strategy that provides enough detail to capture performance measures at the task and transaction level or level 5 of the business architecture to provide “Line of Sight” from the solution to the agencies strategic goals. Architect and frame an IT solution before an investment is made or before retooling an investment. Provide subject matter expertise in developing, monitoring, and refining the Enterprise, segment and solution architecture to be aligned with an agile organization.

2.10.3. Metadata Repository – Optional CLIN (AC)

The Contractor shall:

- Consults on the implementation of technology solutions based on the architecture development. Develop communication briefings for technical executive leadership on various issues related to technology architecture.

- Ensure cross USCIS Data Architecture visibility on enterprise data usage; access, and storage; and how and what methods are used in the data transformation within the data usage lifecycle.
- Evaluate new and emerging technologies supporting new and changing data standards.
- Documents the proper sequence of activities that have to be performed to ensure an effective and efficient implementation of the future architecture.
- Configure the Meta data repository tool and its interfaces with the USCIS databases for scanning and storing metadata of up to 500 databases.
- Import or directly use schemas, logical data models, and data dictionaries defined with Oracle Designer.
- Import or directly use schemas, logical data models, and data dictionaries defined with Erwin version 7.1 or higher.
- Import or directly use schemas, logical data models, and data dictionaries defined with Rational Data Architect.
- Import data dictionaries from Microsoft Excel spreadsheets or CSV files.
- Import data schemas coded in Oracle PL*SQL.
- Import data schemas from Informatica.
- Interface and ingest metadata from physical databases running on the following database engines:
 - Oracle 9i, 10g, and 11g
 - CA-IDMS
 - MS Access
 - Microsoft SQL Server, version 2000 or higher
 - MySQL
 - Pervasive SQL (Btrieve)
- Map metadata to Siebel database adapters or agents.
- Map metadata to Enterprise messaging services (JMS-based).
- Synchronize metadata from an updated data model in ERwin, Oracle Designer, or Rational Data Architect.
- Configure USCIS Metadata Repository to exchange metadata through XML with other repositories.
- Assist the data architect team in data entity and attribute mapping from the Logical Data Model to each Physical Data Model.
- Assist the data architect team in data entity and attribute mapping from the Logical Data Model to XML schema definitions.
- Assist the data architect team in mapping Physical Data Model to elements in service based data exchanges.

3. Other Direct Costs (Reimbursed at cost)

Travel – See SOW Section 4.1 below.

4. Place of Performance

Primary place of performance is at USCIS Office of Information Technology (OIT) currently at 111 Massachusetts Avenue, NW, Washington, DC 20529. Meetings will usually take place at USCIS offices in the Washington, D.C. Metropolitan Area, including, but not limited to 20 Massachusetts Avenue, N.W., and 111 Massachusetts Avenue, N.W., Washington DC.

Telework/Telecommuting is authorized, provided a copy of the Contractor's telework/telecommuting policy is provided to the CO and COR prior to telework/telecommuting commencing. In addition, the Contractor shall provide a list of employees who will be teleworking/telecommuting on this task order to the CO and COR. For those Contractor personnel teleworking/telecommuting, no travel expense reimbursement is authorized when their physical presence is necessary in the Washington, DC Metro Area, for performance of tasks of the SOW.

4.1. Travel

Travel outside the Washington, DC Metro Area (more than 50 miles from the primary USCIS work facility) may be required, but is not anticipated. All travel (defined as more than 50 miles from the primary place of work performance) must be approved by the COR prior to travel and must be in accordance with Federal Acquisition Regulation 31.205-46. However, in the event travel outside of the Washington DC Area is needed, the Contractor must submit a written request to the COR prior to the commencement of the travel. The following applies to the notification and authorization for any travel request; the Contractor shall:

- Execute all travel in compliance with FAR 31.205-46 guidance as specified in the Federal Travel Regulations (FTR) – prescribed by the General Services Administration, for travel in the contiguous United States.
- Electronically submit an ODC request Form to the COR five (5) business days prior to the scheduling of any travel or training. The request should contain details necessary to approve the request. (Date, time and points of departure; Destination, time and dates of arrival; Name of each Contractor employee and position title; description of purpose of travel; Task Order number; CLIN(s).
- The Contractor will receive an electronic approval in response; signed copies of the Forms will be on file at OIT and made available upon request.

5. Hours of Operations

The Contractor must at all times maintain an adequate work force for the uninterrupted performance of all tasks defined within this SOW when the Government facilities are not closed. The Government facilities normal hours of operations are between 7:00 a.m. to 6:00 p.m., Monday through Friday, excluding Federal holidays.

No work shall be performed by Contractor personnel on Government facilities on Federal holidays or other non-work days.

6. Task Order Personnel Certifications

The Contractor shall include in the Project Management Plan, a Staffing Plan that identifies the certification type and certification date of dedicated staff, by task area, that in the aggregate possess certifications relevant to meeting contract requirements.

Acceptable certifications include, but are not limited to:

- MSCE (Microsoft Certified System Engineer)
- CGEIT (Certified in the Governance of Enterprise IT)
- Certified Information System Auditor (CISA)
- Project Manager Professional (PMP) certification
- CISSP (Certified Information System Security Professional)
- MCITP (Microsoft Certified Information Technology Professional)
- ISSMP (Information System Security Management Prof.)
- CISM (Certified Information Security Manager)
- Information Technology Infrastructure Library (ITIL) Foundation
- ITIL Practitioner/ Service Manager

The following Task Order (non-key) personnel shall possess the following qualifications:

Labor Category	Qualifications
Technology/Service Architect	Primary lead for Technology Architecture and Service Component Architecture. The Contractor Technology/Service Architect shall possess at a minimum: Extensive knowledge of architecture tools such as but not limited to Rochade, Informatica and Erwin. MCITP (Microsoft Certified Information Technology Professional) or MSCE (Microsoft Certified System Engineer) and ITIL Foundation level certification.
Performance Architect	Primary lead for the Performance Architecture. The Performance Architect shall possess knowledge of the USCIS Performance Architecture and has a thorough understanding of Six Sigma principles and concepts and or has CMMI specific education and training.

Business Architect	Primary lead for the Business Architecture shall possess extensive knowledge of the USCIS Business Architecture approach, standards, concepts, tools and techniques and has established enterprise-wide standards and best practices.
Data Modeler	Possess a thorough understanding of Data modeling, data management and data design. Has a thorough understanding of data modeling tools, techniques and concepts such as data management and data design.
Technical Writer	Lead for documentation, editorial and branding of EA Artifacts and EA Program Documentation.

6.1. Key Personnel (See HSAR Clause 3052.215-70 herein) qualifications and competencies:

6.1.2. Technical Lead

The Technical Lead is designated as key personnel by the Government. The Technical Lead shall be/have:

- Proficient knowledge of the EAR and its meta-model.
- Trained on Troux to version 9 or higher.
- Six-Sigma certified including experience with business process modeling and reengineering.

6.1.3. The Project Manager

The Project Manager is designated as key personnel by the Government. The Project Manager shall have:

- At least seven years EA program and project management experience.
- Knowledge of FEA and FSAM artifacts and EA reporting tools.
- Proven ability to work successfully with the Federal government business and technology communities.
- PMP certified.

6.1.4. The Task Lead

The Task Lead is designated as key personnel by the Government. The Task Lead shall have:

- At least three years EA experience.
- Knowledge of FEA and FSAM artifacts and EA reporting tools.
- Demonstrated experience supporting successful EA program within the Federal government business and technology communities.

6.1.5. Other Competencies

USCIS utilizes an operational EA schema that is life-cycle-methodology driven, agile and integrative and can be tailored to support its full range of both steady-state and transforming operations. The Contractor should possess requisite skills, knowledge and abilities in the following areas as identified below:

- DHS EA, Federal Enterprise Architecture (FEA).
- Federal Segment Architecture Methodology (FSAM); Enterprise Architecture Assessment Framework (EAAF).
- Business Process Modeling Notation (BPMN).
- Board Governance and facilitation.
- Program Management.
- NIEM data standard Capability.

The Contractor personnel proposed for this contract shall in the aggregate have a working understanding/knowledge of common state of the practice tools including but not limited to:

- Enterprise Architecture Repository and its meta-model and metadata.
- Proficient using Troux Metis, version 9 or higher.
- Proficient using Rochade latest version.
- Proficient using ERWin latest version.
- Proficient using IGrafx latest version.
- Proficient IBM WebSphere Data modeler latest version.
- Proficient using Cognos latest version.
- Communication and technical writing.
- Well versed in Six Sigma principles.

The Contractor architects shall be proficient in the following areas:

- Service Oriented Architecture (SOA)
- Web Services
- Enterprise Data Management
- Infrastructure and IT System Security
- Application Development.
- Cloud Based Architectures

6.2. Non-Personal Services

(a) The Government and the Contractor understand and agree that the professional support services delivered by the Contractor to the Government are non-personal services. The parties also recognize and agree that no employer-employee or master-servant relationship exists or will exist between the Government and the Contractor. The Contractor and the

Contractor's employees are not employees of the Federal Government and are not eligible for entitlement and benefits given Federal employees.

(b) Contractor personnel under this contract shall not be placed in a position where there is an appearance that they are employed by a Federal Officer, or are under the supervision, direction, or evaluation of a Federal Officer, or be placed in a position of command, supervision, administration or control over Government personnel.

7. Government Provided Equipment/Government – Furnished Information

The Government will provide the Contractor with access to all available EA documentation, the USCIS EAR and necessary equipment to support this initiative. The Government will provide access to government equipment and network connectivity to the Contractor as necessary to complete this work. The Contractor will require a DHS, USCIS user account. The Contractor shall not remove any government equipment from government premises without prior authorization from the CO.

At a minimum, the list below outlines the government provided equipment/information that may be provided to the Contractor.

Hardware:

- Laptop
- Printer
- VPN Token
- Air Card
- Blackberry

Software:

- ERWin
- iGrafx
- Rational Software Architect

Information:

- Program Alignment Workbooks (PAW)
- USCIS Enterprise, Segment and Solution Architectures
- DHS & USCIS Solution Engineering Life Cycle

8. Documentation

All documentation developed during the course of the work performed will become the property of the United States Government. No proprietary information or logos shall be included in USCIS EA Artifacts or any other deliverables.

9. Change, Configuration and Release Management (CCRM)

The Contractor shall provide support for completion of all EA related activities within the USCIS Configuration, Change and Release Management (CCRM) process, in accordance with USCIS EA principles and mandates. The EA Program services include developing EA Decision (EAD) packages developed with information collected using the USCIS PAW.

10. Reporting Requirements

A Narrative shall be included in all written reports to include a description of work performed during the reporting period and expected to be performed during the next month, including discussions of any problems/issues and recommendations for correction.

10.1. Status Briefings

As required by the Program Manager and COR, the Contractor shall attend meetings with the COR and/or other USCIS project participants and review work accomplished, work in progress, plans for future work, and issues pertinent to the performance of work tasks that require USCIS attention.

10.2. Weekly Status Report

The Contractor shall submit one (1) printed copy, one electronic copy of a Weekly Status Report (WSR) to the PM, COR and furnish a copy to the CO, by the end of the week for review, processing, and acceptance. The WSR shall contain, but is not limited to, the following: A weekly status report of all activities performed by the Contractor; to include status and progress on all pending releases and other O&M related tasks, field related issues, and minutes of previous week's meeting, etc.

10.3. Monthly Status Report

The Contractor shall submit one (1) printed copy, one electronic copy of the Monthly Status Report (MSR) to the PM, COR and furnish a copy to the CO, for the monthly review, processing, and acceptance. The MSR shall contain, but is not limited to, the following: A monthly status report of all activities performed by the Contractor; to include status and progress on all pending releases and other O&M related tasks, field related issues, and minutes of previous month's meeting, staffing report and personnel status, etc.

10.4. Ad-Hoc Reporting

The Contractor shall provide Ad-Hoc reporting based on requested information from the USCIS OIT. Requests for Ad-Hoc reporting vary in scope and complexity and often require the Contractor to attend OIT meetings to obtain required information, review and research applicable documentation, and extract applicable database information required to assemble the Ad-Hoc report.

10.5. EAR Update Report

The Monthly EAR Update Report shall be delivered at an agreed upon date established by the Contractor, and PM/COR each month. A monthly status meeting will be held by the COR or USCIS Project Manager and the Key Personnel to discuss status of projects, issues, and problem areas related to the project. A summary of meetings shall be documented in the monthly EA R Update Report.

10.6. Resource Expenditures

This information shall be reported only for the time and materials tasks issued under this contract. Resource expenditures include funds expended during the reporting period, cumulative total, and funds remaining on contract, as a roll up from monthly resource expenditure detailed information. Other information required includes labor category, hours expended, cumulative hours expended and hours remaining on contract, and projected total hours for each individual working on this contract.

11. Task Order Provisions

The COR will receive for the Government all work called for by the task order and will represent the CO in the technical phases of the work. The COR will provide no supervisory or instructional assistance to the Contractor personnel. Any changes to the terms and conditions of the task order will be made only by the CO through properly executed modifications to the task order.

11.1. Monitoring Performance

The COR will ensure that the Contractor complies with all of the requirements of the statement of work, specifications, or performance work statement, and when requested by the Contractor, provide technical directions to the Contractor Technical Lead, within the scope of the task order.

12. Deliverables, Performance and Delivery Schedule

The Contractor shall submit the deliverables that are indicated in Section 11.2 Deliverables Schedule to the COR and CO. Unclassified soft copies are acceptable via Email if approved in writing by the COR in advance of delivery. Deliverables including Personally Identifiable Information (PII) shall be provided in Email only if encrypted, and/or by other Government-specified delivery methods that are capable of safeguarding PII data. The Contractor shall respond to the Government's required format for all deliverables prior to commencing any effort on the tasking.

For purposes of delivery, all deliverables shall be made by close of business (COB) 4:30 P.M. Eastern Time (ET) to 111 Massachusetts Ave., Washington D.C. 20529. Monday through Friday, unless stated otherwise. All deliverables submitted in electronic format shall be free of any known computer virus or defects. If a virus or defect is found, the deliverable will not be accepted. The replacement file shall be provided within two (2) business days after notification of the presence of a virus.

In the event the Contractor anticipates difficulty in complying with any contract-level delivery schedule, the Contractor shall immediately provide written notice to the Contracting Officer. For any task order level deliverable, the Contractor shall provide written notification immediately to the task order-level Contracting Officer and COR. Each notification shall give pertinent details, including the date by which the Contractor expects to make delivery; provided that this data shall be informational only in character and that receipt thereof shall not be construed as a waiver by the Government of any contract delivery schedule, or any rights or remedies provided by law or under this contract.

The Contractor will be notified in writing by the COR upon final acceptance of all deliverables. Deliverables may include but are not limited to: white papers, trip reports, Power Point presentations, spread sheet presentations, database extractions, and meeting reports, as well as support documentation for Enterprise Architecture Decision – milestones.

For written deliverables, the Contractor shall use Microsoft PowerPoint, Microsoft Word, Microsoft Excel, Microsoft Visio, or other requested medium compatible with the USCIS environment.

12.1. Management Summary

A Management Summary shall be included in all written documentation to identify any major problems/issues, current expenditures by work hours, and any significant progress or events.

12.2. Deliverables Schedule

Deliverable requirements indicated in the table below are associated with the Task Order Work Requirements.

SOW Section	Deliverable	Acceptable Quality Level	Due Date
2.1	Final Project Plan	In specified format; within stated timelines, 100% occurrence	Within 20 business days of task order Notice to Proceed. Acceptance/Approval or Government suggested changes shall occur within 10 business days; If resubmission is required, must occur within 10 business days; the Contractor shall institute approved plan within 30 calendar days of acceptance.

SOW Section	Deliverable	Acceptable Quality Level	Due Date
2.2	EA Program Reports to DHS, OMB and external oversight authorities	Reports, white papers, and Individual Project Management Plans are delivered on time 95% of time.	Upon Request
2.7	Ad-hoc and specific reports from the EA Program in support of USCIS leadership	Reports, white papers, and PMP are delivered on time 95% of time	Upon Request
2.6	Service Component Architecture Diagram	Delivered on time 95% of time with less than 5 errors.	The deliverable shall be submitted according to the delivery schedule in the Individual Project Plan.
2.9	Segment Architecture decomposition Diagrams	Delivered on time 95% of time with less than 5 errors.	The deliverable shall be submitted according to the delivery schedule in the Individual Project Plan.
2.6	Technology Reference Model	Delivered on time 95% of time with less than 5 errors.	The deliverable shall be submitted according to the delivery schedule in the Individual Project Plan.
2.6	Systems Inventory	Delivered on time 95% of time with less than 5 errors.	The deliverable shall be submitted according to the delivery schedule in the Individual Project Plan.
2.8	Performance Architecture Model	Delivered on time 95% of time with less than 5 errors.	The deliverable shall be submitted according to the delivery schedule in the Individual Project Plan.
2.2	Enterprise Architecture Assessment Framework (EAAF)	Delivered on time 95% of time with less than 5 errors.	Upon Request
2.7	Logical Data Models	Delivered on time 95% of time with less than 5 errors.	The deliverable shall be submitted according to the delivery schedule in the Individual Project Plan.
2.6	USCIS EA Service Catalogue	Delivered on time 95% of time with less than 5 errors.	The deliverable shall be submitted according to the delivery schedule in the Individual Project Plan.
2.9	Business Process Models	Delivered on time 95% of time with	The deliverable shall be submitted according to the delivery schedule in the

SOW Section	Deliverable	Acceptable Quality Level	Due Date
		less than 5 errors.	Individual Project Plan.
2.7	Data Dictionary	Delivered on time 95% of time with less than 5 errors.	The deliverable shall be submitted according to the delivery schedule in the Individual Project Plan.
	NIEM Data Mapping	Delivered on time 95% of time with less than 5 errors.	The deliverable shall be submitted according to the delivery schedule in the Individual Project Plan.
10.2	Weekly Status Report (WSR)	Reports and white papers in specified format and are delivered on time 95% of time	Within 20 days of Notice to Proceed and on a weekly basis after the initial status report.
10.3	Monthly Status Report (MSR)	Reports and white papers in specified format and are delivered on time 95% of time	Monthly, no later than 12 working days following the Contractor's accounting period cut-off date.

13. Inspection and Acceptance

The Government will provide written acceptance, comments, and/or change requests, if any, within ten (10) business days of receipt of all required Task Order deliverables. If Government acceptance, comments, and/or change requests are not received within 10 business days the Contractor shall assume Government acceptance. If the deliverable is rejected, the COR will provide the Contractor with written comments on how to fix the errors/defects. The Contractor has 5 business days to resubmit for acceptance.

14. Mandatory Training Requirements

Contractor personnel that are accessing the DHS Network in performance of this task order shall be subject certain mandatory training requirements. The Contractor shall:

- Ensure all TO personnel using the DHS Network receive Computer Security Awareness Training (CSAT) training within the first 30 days of Entry On Duty (EOD) and annually thereafter. The most recent copy of CSAT training is located at <http://edvantage.uscis.dhs.gov/> or may be requested by the COR.

15. Personnel Security – See Attachment 1, Security Requirements

USCIS is bound to all personnel security requirements established by the USCIS Office of Security and Integrity (OSI). The expectation is that all Contractor personnel will not violate the personnel vetting and access control standards established by OSI. The Contractor shall:

- Ensure all task order personnel are in-processed consistent with DHS and USCIS personnel security and mandatory employee training requirements, prior to their receipt of GFP and/or USCIS, DHS, and other Government-furnished, non-publicly-releasable data.
- Ensure that USCIS, DHS, and other Government-furnished, non-publicly-releasable data and equipment is not accessed by, or accessible to, non-DHS-cleared personnel.

16. Support of USCIS and DHS Management Processes

As a U.S. Government Agency, USCIS is mandated to both follow and establish policies during the course of business. The Contractor is expected to understand and utilize existing USCIS, DHS, and federal policies, procedures, and forms to carry out the tasks within this SOW. USCIS OIT policies and procedures are published within the USCIS Documentation Depository. DHS policies and Management Directives are published at DHS Connect. The Contractor shall:

- Ensure that actions performed under this task order are consistent with, and do not conflict with, USCIS, DHS, and other Government-furnished guidance.
- Ensure that specific standards mentioned within this guidance are applied. The specific standards mentioned within this document are provided to facilitate the USCIS mission. However, all standards are subject to update or replacement within the period of performance. In all cases, the most recent / current standard, or its successor, shall be applied.

17. Information Handling

17.1 Sensitive Data Handling

There are many categories of classified and sensitive-but-unclassified (SBU) information. The Contractor shall ensure appropriate controls based upon the highest classification level and handling requirements of the data that the Contractor shall transmit, store, protect, or process on behalf of USCIS. The Contractor shall make certain that, when provided, the GFP is used for its intended purpose and that no other substitutions or alterations are undertaken without prior written approval by the USCIS CISO via the COR.

17.2 Intra-Agency Data Exchanges and Interfaces

All data assets, information exchanges / interfaces within and between USCIS systems, whether adopted or developed, that involve USCIS-only data as part of this task order shall use the USCIS Enterprise Service Bus (USCIS ESB) information system.

17.3 Interconnection Security Agreement and Inter-Agency Agreements

All data assets, information exchanges / interfaces within and between U.S. Government systems that involve USCIS or DHS data as part of this task order shall be submitted to the

Security Integration Division and Resource Management Division (RMD) to generate Interconnection Security Agreements (ISAs) and/or Inter-Agency Agreements (IAA).

17.4 External Data Exchanges and Interfaces

All data assets, information exchanges / interfaces within and between USCIS and non-U.S. Government systems that involve USCIS or DHS data as part of this task order shall be submitted to the Information Security Division (ISD) to generate Interconnection Security Agreements (ISAs).

17.5 Criminal Investigation Support

The Office of Security and Integrity (OSI) and Office of the Inspector General (OIG) conduct criminal investigations and inquiries on behalf of USCIS. Any attempt to impede a federal investigation can result in criminal prosecution. The Contractor shall:

- Cooperate with the Office of Security and Integrity (OSI) during a criminal investigation as required by federal law or DHS directives.
- Not take independent or unilateral actions on any request for criminal investigatory data calls that are owned, managed, or used in support of the USCIS mission. All criminal investigatory requests for information must be initiated by OSI or OIG, and coordinated through OIT ISD.
- Coordinate all seizures of IT equipment, data, etc. through the OIT ISD.
- Raise current or pending criminal investigations to the attention of OSI or OIG immediately.
- Refer any and all criminal investigatory request from an outside law-enforcement agency to OSI.

17.6 Management Inquiry Support

The OIT Information Security Division (ISD) and Office of the Inspector General (OIG) initiate managerial investigations and inquiries on behalf of USCIS.

- Cooperate with OIG and OIT ISD during a Management Inquiry.
- Coordinate all seizures of IT equipment, data, etc. through the OIT ISD.
- Refer any and all information requests to the OIT ISD.
- Not take independent or unilateral actions on any request for Management Inquiry investigatory data calls that are owned, managed, or used in support of the USCIS mission.

17.7 Random Quality Assurance Inspection

USCIS shall conduct reviews to ensure that the security requirements in the task order are implemented and enforced. Upon 24 hours' notice by the USCIS CISO or Certifying Authority (CA) via the COR, the Contractor shall submit to on-site inspection of any area where system development, monitoring, management, processing, or storage of DHS or USCIS information occurs.

18. Section 508 Requirements

18.1 Accessibility Requirements

Section 508 of the Rehabilitation Act, as amended by the Workforce Investment Act of 1998 (P.L. 105-220) requires that when Federal agencies develop, procure, maintain, or use electronic and information technology, they must ensure that it is accessible to people with disabilities. Federal employees and members of the public who have disabilities must have equal access to and use of information and data that is comparable to that enjoyed by non-disabled Federal employees and members of the public.

All EIT deliverables within this work statement shall comply with the applicable technical and functional performance criteria of Section 508 unless exempt. Specifically, the following applicable standards have been identified:

18.2 Section 508 Applicable EIT Accessibility Standards

36 CFR 1194.21 – Software Applications and Operating Systems, applies to all EIT software applications and operating systems procured or developed under this work statement including but not limited to GOTS and COTS software. In addition, this standard is to be applied to Web-based applications when needed to fulfill the functional performance criteria. This standard also applies to some Web based applications as described within 36 CFR 1194.22.

36 CFR 1194.22 – Web-based Intranet and Internet Information and Applications, applies to all Web-based deliverables, including documentation and reports procured or developed under this work statement. When any Web application uses a dynamic (non-static) interface, embeds custom user control(s), embeds video or multimedia, uses proprietary or technical approaches such as, but not limited to, Flash or Asynchronous Javascript and XML (AJAX) then “1194.21 Software” standards also apply to fulfill functional performance criteria.

36 CFR 1194.23 – Telecommunications Products, applies to all telecommunications products including end-user interfaces such as telephones and non-end-user interfaces such as switches, circuits, etc. that are procured, developed or used by the Federal Government.

36 CFR 1194.24 – Video and Multimedia Products, applies to all video and multimedia products that are procured or developed under this work statement. Any video or multimedia presentation shall also comply with the software standards (1194.21) when the presentation is through the use of a Web or Software application interface having user controls available.

36 CFR 1194.25 – Self Contained, Closed Products, applies to all EIT products such as printers, copiers, fax machines, kiosks, etc. that are procured or developed under this work statement.

36 CFR 1194.26 – Desktop and Portable Computers, applies to all desktop and portable computers, including but not limited to laptops and personal data assistants (PDA) that are procured or developed under this work statement.

36 CFR 1194.31 – Functional Performance Criteria applies to all EIT deliverables regardless of delivery method. All EIT deliverable shall use technical standards, regardless of technology, to fulfill the functional performance criteria.

36 CFR 1194.41 – Information Documentation and Support, applies to all documents, reports, as well as help and support services. To ensure that documents and reports fulfill the required “1194.31 Functional Performance Criteria”, they shall comply with the technical standard associated with Web-based Intranet and Internet Information and Applications at a minimum. In addition, any help or support provided in this work statement that offer telephone support, such as, but not limited to, a help desk shall have the ability to transmit and receive messages using TTY.

18.3 Section 508 Applicable Exceptions

Exceptions for this work statement have been determined by DHS and only the exceptions described herein may be applied. Any request for additional exceptions shall be sent to the COR and determination will be made in accordance with DHS MD 4010.2. DHS has identified the following exceptions that may apply:

36 CFR 1194.2(b) – (COTS/GOTS products), When procuring a product, each agency shall procure products which comply with the provisions in this part when such products are available in the commercial marketplace or when such products are developed in response to a Government solicitation. Agencies cannot claim a product as a whole is not commercially available because no product in the marketplace meets all the standards. If products are commercially available that meets some but not all of the standards, the agency must procure the product that best meets the standards.

When applying this standard, all procurements of EIT shall have documentation of market research that identify a list of products or services that first meet the agency business needs, and from that list of products or services, an analysis that the selected product met more of the accessibility requirements than the non-selected products as required by FAR 39.2. Any selection of a product or service that meets less accessibility standards due to a significant difficulty or expense shall only be permitted under an undue burden claim and requires approval from the DHS Office of Accessible Systems and Technology (OAST) in accordance with DHS MD 4010.2.

Enterprise Architecture Services & Governance Planning (ESGP)
HSSCCG-13-J-00143

36 CFR 1194.3(b) – Incidental to Task order, all EIT that is exclusively owned and used by the contractor to fulfill this work statement does not require compliance with Section 508. This exception does not apply to any EIT deliverable, service or item that will be used by any Federal employee(s) or member(s) of the public. This exception only applies to those contractors assigned to fulfill the obligations

SECTION II

TASK ORDER CLAUSES; TERMS AND CONDITIONS

Along with the following additional task order terms and conditions, all 8(a) Streamlined Technology Application Resources for Services (STARS) II; hereafter referred to as the "Basic Contract" Clauses are applicable to this task order.

52.252-2 -- CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This task order incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at these addresses: <http://www.acquisition.gov/far> or <http://www.arnet.gov/far/>

(End of clause)

Federal Acquisition Regulation (FAR) Clauses incorporated by reference:

A. Addendum – Contract Terms and Conditions – Commercial Items

FAR Clauses incorporated by reference:

52.248-1 Value Engineering	(Oct 2010)
52.217-8 Option to Extend Services	(Nov 1999)
52.237-3 Continuity of Services	(Jan 1991)

FAR Clauses incorporated in full text:

52.217-9 Option to Extend the Term of the Contract	(MAR 2000)
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(a) The Government may extend the term of this task order by written notice to the Contractor within 30 days before expiration of the period of performance; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the task order expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended task order shall be considered to include this option clause.

(c) The total duration of this task order, including the exercise of any options under this clause, shall not exceed three (3) years and three (3) months.

(End of clause)

Homeland Security Acquisition Regulation (HSAR) clauses incorporated by reference:

The full text of HSAR clauses may be accessed electronically at the following address:
<http://farsite.hill.af.mil/VFHSAR1.HTM>

3052.205-70 Advertisements, Publicizing Awards, and Releases (Sep 2012)

3052.242-72 Contracting Officer's Technical Representative (Dec 2003)

HSAR Clauses Incorporated in Full Text:

3052.204-71 Contractor Employee Access (Jun 2006)

(a) Sensitive Information, as used in this Chapter, means any information, the loss, misuse, disclosure, or unauthorized access to or modification of which could adversely affect the national or homeland security interest, or the conduct of Federal programs, or the privacy to which individuals are entitled under section 552a of title 5, United States Code (the Privacy Act), but which has not been specifically authorized under criteria established by an Executive Order or an Act of Congress to be kept secret in the interest of national defense, homeland security or foreign policy. This definition includes the following categories of information:

- (1) Protected Critical Infrastructure Information (PCII) as set out in the Critical Infrastructure Information Act of 2002 (Title II, Subtitle B, of the Homeland Security Act, Public Law 107-296, 196 Stat. 2135), as amended, the implementing regulations thereto (Title 6, Code of Federal Regulations, Part 29) as amended, the applicable PCII Procedures Manual, as amended, and any supplementary guidance officially communicated by an authorized official of the Department of Homeland Security (including the PCII Program Manager or his/her designee);
- (2) Sensitive Security Information (SSI), as defined in Title 49, Code of Federal Regulations, Part 1520, as amended, "Policies and Procedures of Safeguarding and Control of SSI," as amended, and any supplementary guidance officially communicated by an authorized official of the Department of Homeland Security (including the Assistant Secretary for the Transportation Security Administration or his/her designee);
- (3) Information designated as "For Official Use Only," which is unclassified information of a sensitive nature and the unauthorized disclosure of which could adversely impact a person's privacy or welfare, the conduct of Federal programs, or other programs or operations essential to the national or homeland security interest; and
- (4) Any information that is designated "sensitive" or subject to other controls, safeguards or protections in accordance with subsequently adopted homeland security information handling procedures.

(b) "Information Technology Resources" include, but are not limited to, computer equipment, networking equipment, telecommunications equipment, cabling, network drives, computer drives, network software, computer software, software programs, intranet sites, and internet sites.

(c) Contractor employees working on this contract shall complete such forms as may be necessary for security or other reasons, including the conduct of background investigations to determine suitability. Completed forms shall be submitted as directed by the Contracting Officer. Upon the Contracting Officer's request, the Contractor's employees shall be fingerprinted, or subject to other investigations as required. All contractor employees requiring recurring access to Government facilities or access to sensitive information or IT resources are required to have a favorably adjudicated background investigation prior to commencing work on this contract unless this requirement is waived under Departmental procedures.

(d) The Contracting Officer may require the contractor to prohibit individuals from working on the contract if the government deems their initial or continued employment contrary to the public interest for any reason, including, but not limited to, carelessness, and insubordination, incompetence, or security concerns.

(e) Work under this contract may involve access to sensitive information. Therefore, the Contractor shall not disclose, orally or in writing, any sensitive information to any person unless authorized in writing by the Contracting Officer. For those contractor employees authorized access to sensitive information, the contractor shall ensure that these persons receive training concerning the protection and disclosure of sensitive information both during and after contract performance.

(f) The Contractor shall include the substance of this clause in all subcontracts at any tier where the subcontractor may have access to Government facilities, sensitive information, or resources.

(End of clause)

3052.209-73 Limitation of Future Contracting

(JUN 2006)

(a) The Contracting Officer has determined that this acquisition may give rise to a potential organizational conflict of interest. Accordingly, the attention of prospective offerors is invited to FAR Subpart 9.5--Organizational Conflicts of Interest.

(b) The nature of this potential conflict is based on the premise that contractors who provide Information Technology Services in a system development or integration services for major USCIS programs, as they will have access to procurement-sensitive information on Government cost estimates, pre-solicitation information on requirements, funding information and acquisition strategies. These conflicts would result in the inability to render impartial or objective assistance or bias a contractor's judgment resulting in an impaired objectivity Organizational Conflict of Interest.

(c) The restrictions upon future contracting are as follows:

(1) The Contractor will not be eligible to compete for system development or integration services for major USCIS programs, as a prime contractor; any tier subcontractor or consultancy role, as they will have access to procurement-sensitive information on Government cost estimates, pre-solicitation information on requirements, funding information and acquisition strategies. This restriction shall remain in effect for the entire period of performance of this task order. USCIS shall not unilaterally require the Contractor to prepare such specifications or statements of work under this task order.

(2) To the extent that the work under this task order requires access to proprietary, business confidential, or financial data of other companies, and as long as these data remain proprietary or confidential, the Contractor shall protect these data from unauthorized use and disclosure and agrees not to use them to compete with those other companies.

(End of clause)

3052.215-70 Key Personnel or Facilities

(Dec 2003)

(a) The personnel or facilities specified below are considered essential to the work being performed under this task order and may, with the consent of the contracting parties, be changed from time to time during the course of the task order by adding or deleting personnel or facilities, as appropriate.

(b) Before removing or replacing any of the specified individuals (for other than cause) or facilities, the Contractor shall notify the Contracting Officer, in writing, before the change becomes effective. When a specified individual requires removal or replacement for cause, the Contractor shall notify the Contracting Officer within 1 hour and provide sufficient information supporting the action. The Contractor shall submit sufficient information to support the proposed action and to enable the Contracting Officer to evaluate the potential impact of the change on this task order. The Contractor shall not remove or replace personnel or facilities until the Contracting Officer approves the change.

The Key Personnel or Facilities under this Task order:

Program Manager	Overall authority for the task order. See SOW Section 5.1.3
Technical Lead	See SOW Section 6.1.2
Task Lead	See SOW Section 6.1.4

(End of clause)

Additional Terms and Conditions

Option for Separately Priced Line Item – Optional Tasks

The Government may require the delivery of the numbered line item, identified in the Schedule as an optional task, in the quantity and at the price stated in the Schedule. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days of written notification. Delivery of added items shall continue at the same rate that like items are called for under the contract, unless the parties otherwise agree.

Advertisements, Publicizing Awards, and News Releases

All press releases or announcements about agency programs, projects, and contract awards need to be cleared by the Program Office and the Contracting Officer. Under no circumstances shall the Contractor, or anyone acting on behalf of the Contractor, refer to the supplies, services, or equipment furnished pursuant to the provisions of this contract in any publicity news release or commercial advertising without first obtaining explicit written consent to do so from the Program Office and the Contracting Officer.

The Contractor agrees not to refer to awards in commercial advertising in such a manner as to state or imply that the product or service provided is endorsed or preferred by the Federal Government or is considered by the Government to be superior to other products or services.

Performance Reporting

For active contracts valued in excess of \$1,000,000, the Federal Acquisition Regulation (FAR) 42.1502 requires federal agencies to prepare Contractor performance evaluations. Performance evaluations are completed and forwarded to the Contractor for review within thirty (30) calendar days from the time the work under the contract is completed for each contract year. Interim evaluations by the Contracting Officer may be completed as necessary. The Contractor has thirty (30) days to reply with comments, rebutting statements, or additional information that will be made part of the official record.

Personally Identifiable Information

The performance of this contract has been determined to have the potential of allowing access, by Contractor employees, to Personally Identifiable Information (PII), which is protected under the Privacy Act of 1974, as amended at 5 USC §552a. The Contractor is responsible for ensuring all employees who have access to information protected under the Privacy Act complete annual mandatory USCIS Privacy Awareness Training. The Contractor shall use the web-based training titled "A Culture of Privacy Awareness" which is available through the USCIS EdVantage training system. Any employees who do not have access to the EdVantage system shall take the training via a DVD, which will be provided by USCIS. The Contractor shall certify within 30 days after EOD and

annually thereafter on December 31 of each year. The certification of the completion of the training by all employees shall be provided to both the COR and CO.

Invoicing Instructions

Invoices shall be for services incurred against the work performed during the previous month's period of performance which shall begin on the first of the month and end on the last day of the month.

Invoices shall be received by the 10th day of each month and include billable items for the previous month's period of performance. The contractor shall include with the invoice all supporting documents, e.g., travel reports/receipts, support for other direct costs, and the associated Monthly Status Report (MSR).

An email copy of each invoice, including backup supporting documentation, shall be sent electronically to the COR, Task order Administrator, OIT-Invoice@uscis.dhs.gov, and any other CCs as may be specified by the CO. The following information shall be indicated on the cover email that forwards the invoice:

- Payee's name and address
- Payee's invoice point of contact name, address, phone number, email address
- Date voucher prepared
- Task order number and award date
- Invoice/voucher number
- Discount terms
- Payee's account number
- Number and date of order
- Date of delivery or service
- Articles or services description
- Quantity
- Price
- Invoiced amount

The payment office address is as follows:

Dallas Finance Center
PO Box 561547
Dallas, TX 75356-1547

Final Payment

As a condition precedent to final payment, a release discharging the Government, its officers, agents and employees of and from all liabilities, obligations, and claims arising out of or under this contract shall be completed. A release of claims will be forwarded to

the contractor at the end of each performance period for contractor completion as soon thereafter as practicable.

Contractor Pre-Screening

Contractors requiring recurring access to Government facilities or access to sensitive but unclassified information and/or logical access to Information Technology (IT) resources shall verify minimal fitness requirements for all persons/candidates designated for employment under any Department of Homeland Security (DHS) contract by pre-screening the person/candidate prior to submitting their name for consideration to work on the contract. Pre-screening the candidate ensures that minimum fitness requirements are considered and mitigates the burden of DHS having to conduct background investigations on objectionable candidates. The Contractor shall submit only those candidates that have not had a felony conviction within the past 36 months, illegal drug use within the past 12 months, or misconduct such as criminal activity on the job relating to fraud or theft within the past 12 months from the date of submission of their name as a candidate to perform work under this contract. Contractors are required to flow this requirement down to subcontractors.

Pre-screening involves contractors and subcontractors reviewing—

- Felony convictions within the past 36 months. An acceptable means of obtaining information on felony convictions is from public records, free of charge, or from the National Crime Information Center (NCIC).
- Illegal drug use within the past 12 months. An acceptable means of obtaining information related to drug use is through employee self-certification, by public records check; or if the contractor or subcontractor already has drug testing in place. There is no requirement for contractors and/or subcontractors to initiate a drug testing program if they do not have one already in place.
- Misconduct such as criminal activity on the job relating to fraud or theft within the past 12 months. An acceptable means of obtaining information related to misconduct is through employee self-certification, by public records check, or other reference checks conducted in the normal course of business.

Pre-screening shall be conducted within 15 business days after contract award. This requirement shall be placed in all subcontracts if the subcontractor requires routine physical access, access to sensitive but unclassified information, and/or logical access to IT resources. Failure to comply with the pre-screening requirement will result in the Contracting Officer taking the appropriate remedy.

“Logical access” means providing an authorized user the ability to access one or more computer system resources such as a workstation, network application, or database through automated tools. A logical access control system (LACS) requires validation of an individual's identity through some mechanism such as a personal identification

number (PIN), card, username and password, biometric, or other token. The system has the capability to assign different access privileges to different persons depending on their roles and responsibilities in an organization.

SECTION III

LIST OF TASK ORDER DOCUMENTS, EXHIBITS OR ATTACHMENTS

A. Attachment 1 - Security Requirements

**B. Attachment 2 – Enterprise Architecture Decision (EAD) Gate Preparation Packages
(Electronic Version)**

1. EAD Gate 0 Preparation Package; file: EAD0_Preparation_Portfolio.pdf
2. EAD Gate 1 Preparation Package; file: EAD1_Preparation_Portfolio.pdf
3. EAD Gate 2A Preparation Package; file: EAD2A_Preparation_Portfolio.pdf
4. EAD Gate 2B Preparation Package; file: EAD2B_Preparation_Portfolio.pdf
5. EAD Gate 3 Preparation Package; file: EAD3_Preparation_Portfolio.pdf
6. EAD Gate 4 Preparation Package; file: EAD4_Preparation_Portfolio.pdf
7. EAD Gate 5 Preparation Package; file: EAD5_Preparation_Portfolio.pdf
8. EAD Gate 6 Preparation Package; file: EAD6_Preparation_Portfolio.pdf
9. EAD Gate 7 Preparation Package; file: EAD7_Preparation_Portfolio.pdf

ATTACHMENT 1 – ESGP
SECURITY REQUIREMENTS

1. Security Oversight

USCIS Office of Security & Integrity (OSI)

USCIS OSI
Personnel & Industrial Security
70 Kimball Avenue
South Burlington, VT 05403
Telephone: (802) 859-1400

2. Security Requirements

General

U.S. Citizenship & Immigration Service (USCIS) has determined that performance of this task order requires the Contractor, subcontractor(s), vendor(s), etc. (herein known as Contractor), requires access to sensitive but unclassified (SBU) information. SBU is unclassified information for official use only. Contractor employees that do not have a security clearance and require access to SBU information will be given a suitability determination. Requirements for suitability determination are defined in paragraph 3.0

3. Contractor Personnel

Employment Eligibility

The Contractor will ensure that each employee and potential employee provides his/her name and social security number (not card) so that the government may verify the validity of the number. If the number is not valid that employee will not be allowed to work on the Task order until the problem is resolved.

The Contractor shall be responsible to the Government for acts and omissions of his employees as well as Subcontractor(s) and their employees.

Subject to existing law, regulations and/or other provisions of this task order, illegal or undocumented aliens shall not be employed by the Contractor or perform on this task order. The Contractor shall ensure this provision is expressly incorporated into any and all subcontracts or subordinate agreements issued in support of this task order.

Continued Eligibility

If a prospective employee is found to be ineligible for access to USCIS facilities or information, the Contracting Officer's Representative (COR) will advise the Contractor that the employee shall not continue to work or be assigned to work under the task order.

USCIS reserves the right to deny and/or restrict entrance to government facilities, prohibit employees from assigned work under the task order, deny and/or restrict handling of classified documents/material to any Contractor employee who USCIS determines to present a risk of compromising sensitive Government information.

The Contractor shall report to the USCIS Office of Security & Integrity (OSI) any and all adverse information brought to their attention concerning employees performing under this task order. Reports based on rumor or innuendo shall not be included. The subsequent termination of employment of an employee does not obviate the requirement to submit this report. The report shall include the employee's name and social security number, along with the adverse information being reported.

Termination

The USCIS OSI shall be notified of all terminations/resignations within five (5) days of occurrence. The Contractor shall return to the COR all USCIS issued identification cards and building passes that have either expired or have been collected from terminated employees. If an identification card or building pass is not available to be returned, a report shall be submitted to the COR, referencing the pass or card number, name of individual to who it was issued and the last known location and disposition of the pass or card.

5. Security Management

The Contractor shall appoint a senior official to act as the Corporate Security Officer. The individual shall interface with OSI through the COR on all security matters, to include physical, personnel, and protection of all sensitive documents/material handled by the Contractor.

The COR and OSI will have the right to inspect procedures, methods and facilities utilized by the Contractor to comply with the security requirements under this task order. Should the COR or USCIS OSI determine the Contractor is not in compliance with the security requirements of the task order, the Contracting Officer will notify the Contractor, in writing, of the appropriate action that will be taken to rectify any non-compliance to the task order security requirements.

6. Suitability Determination

USCIS shall exercise full control over granting, denying, withholding or terminating unescorted government facility and/or access to or handling of both classified and sensitive Government information to Contractor employees based upon the results of a background investigation. USCIS may, as it deems appropriate, authorize and grant a favorable entry on duty (EOD) decision based on

preliminary security checks. The favorable EOD decision would allow the employees to commence work temporarily prior to the completion of the full investigation. The granting of a favorable EOD decision shall not be considered as assurance that a full employment suitability authorization will follow as a result thereof. The granting of a favorable EOD decision or a full employment suitability determination shall in no way prevent, preclude, or bar the withdrawal or termination of any such access by USCIS, at any time during the term of the task order. No employee of the Contractor shall be allowed unescorted access to a USCIS facility without a favorable EOD decision or suitability determination by OSI.

Background Investigations

Task order employees (to include applicants, temporaries, part-time and replacement employees) under the task order, requiring access to sensitive information, shall undergo a position sensitivity analysis based on the duties, outlined in the Position Designation Determination (PDD) for Contractor Personnel, each individual will perform on the task order. The results of the position sensitivity analysis shall identify the appropriate background investigation to be conducted. All background investigations will be processed through OSI. Prospective Contractor employees shall submit the following completed forms to OSI through the COR no less than thirty (30) days before the start date of the task order or thirty (30) days prior to entry on duty of any employees, whether a replacement, addition, subcontractor employee, or vendor:

- a. Standard Form 85P, "Questionnaire for Public Trust Positions"
- b. FD Form 258, "Fingerprint Card" (2 copies)
- c. DHS Form 11000-6, "Conditional Access To Sensitive But Unclassified Information Non-Disclosure Agreement"
- d. DHS Form 11000-9, "Disclosure and Authorization Pertaining to Consumer Reports Pursuant to the Fair Credit Reporting Act"
- e. Position Designation Determination for Contract Personnel Form
- f. Foreign National Relatives or Associates Statement

Required forms will be provided by USCIS at the time of award of the task order. Only complete packages will be accepted by OSI. Specific instructions on submission of packages will be provided upon award of the task order.

Be advised that unless an applicant requiring access to sensitive information has resided in the US for three of the past five years, the Government may not be able to complete a satisfactory background investigation. In such cases, USCIS retains the right to deem an applicant as ineligible due to insufficient background information.

The use of Non-U.S. citizens, including Lawful Permanent Residents (LPRs), is not permitted in the performance of this task order for any position that involves access to or development of any DHS

Information Technology (IT) systems. USCIS will consider only U.S. Citizens and LPRs for employment on this task order. USCIS will not approve LPRs for employment on this task order in any position that requires the LPR to access or assist in the development operation, management or maintenance of DHS IT systems. By signing this task order, the Contractor agrees to this restriction. In those instances where other non-IT requirements contained in the task order can be met by using LPRs, those requirements shall be clearly described.

7. Information Technology Security Clearance

When sensitive government information is processed on USCIS telecommunications and automated information systems, the Contractor shall provide for the administrative control of sensitive data being processed and adhere to the procedures governing such data as outlined in "DHS IT Security Program – Publication DHS MD 4300.Pub". Contractor personnel must have favorably adjudicated background investigations commensurate with the defined sensitivity level.

Contractors who fail to comply with USICS security policy are subject to having their access to USCIS IT systems and facilities terminated, whether or not the failure results in criminal prosecution. Any person who improperly discloses sensitive information is subject to criminal and civil penalties and sanctions under a variety of laws (e.g., Privacy Act).

Information Technology Security Training and Oversight

All Contractor employees using USCIS automated systems or processing USCIS sensitive data shall be required to receive Security Awareness Training.

Contractors involved with management, use, or operation of any IT systems that handle sensitive information within or under the supervision of USCIS, shall receive periodic training at least annually in security awareness and accepted security practices and systems rules of behavior. USCIS Contractors, with significant security responsibilities, shall receive specialized training specific to their security responsibilities annually. The level of training shall be commensurate with the individual's duties and responsibilities and is intended to promote a consistent understanding of the principles and concepts of telecommunications and IT systems security.

All personnel who access USCIS information systems will be continually evaluated while performing these duties. Supervisors should be aware of any unusual or inappropriate behavior by personnel accessing systems. Any unauthorized access, sharing of passwords, or other questionable security procedures should be reported to the local Security Office or OSI.

8. DHS Enterprise Architecture Compliance

All solutions and services shall meet DHS Enterprise Architecture and governance policies, standards, and procedures. Specifically, the contractor shall comply with the following Homeland Security Enterprise Architecture (HLS EA) and governance requirements:

- All developed solutions and requirements shall be compliant with the HLS EA and governance processes.

- All IT hardware and/or software shall be compliant with the DHS EA Technical Reference Model (TRM) Standards and Products Profile.
- All data assets, information exchanges and data standards, whether adopted or developed, shall be submitted to the Enterprise Data Management Office (EDMO) for review and insertion into the DHS Data Reference Model.
- In compliance with Office of Management & Budget (OMB) mandates, all network hardware shall be IPv6 compatible without modification, upgrade, or replacement.

9. Interconnection Security Agreements

Interconnections between DHS and non-DHS IT systems shall be established only through controlled interfaces and via approved service providers. The controlled interfaces shall be accredited at the highest security level of information on the network. Connections with other Federal agencies shall be documented based on interagency agreements; memoranda of understanding, service level agreements or interconnect service agreements.

10. IT Security in the USCIS Systems Engineering Life Cycle (SELC)

The USCIS SELC Manual (pending distribution) documents all system activities required for the development, operation, and disposition of IT security systems. Required systems analysis, deliverables, and security activities are identified in the USCIS SELC manual by lifecycle phase. The contractor shall assist the appropriate USCIS ISSO with development and completion of all SLC activities and deliverables contained in the USCIS SELC and DHS Sensitive Systems Policy Directive 4300 A and DHS AD 102.01. The USCIS SELC is supplemented with information from DHS and USCIS Policies and procedures as well as the National Institute of Standards Special Procedures related to computer security and FISMA compliance. These activities presently include; but are not limited to, development of the following documents:

- **System Security Plan (SSP):** This is the primary reference that describes system sensitivity, criticality, security controls, policies, and procedures. The SSSP shall be based upon the completion of the DHS FIPS 199 workbook to categorize the system of application and completion of the RMS Questionnaire. The SSSP shall be completed as part of the System or Release Definition Process in the SLC and shall not be waived or tailored.
- **Privacy Impact Assessment (PIA) and System of Records Notification (SORN).** For each new development activity, each incremental system update, or system recertification, a PIA and SORN shall be evaluated. If the system (or modification) triggers a PIA the contractor shall support the development of PIA and SORN as required. The Privacy Act of 1974 requires the PIA and shall be part of the SLC process performed at either System or Release Definition.

- **Contingency Plan (CP):** This plan describes the steps to be taken to ensure that an automated system or facility can be recovered from service disruptions in the event of emergencies and/or disasters. The Contractor shall support annual contingency plan testing and shall provide a Contingency Plan Test Results Report.
- **Security Test and Evaluation (ST&E):** This document evaluates each security control and countermeasure to verify operation in the manner intended. Test parameters are established based on results of the RA. An ST&E shall be conducted for each Major Application and each General Support System as part of the certification process. The Contractor shall support this process.
- **Security Assessment Report (SAR):** This document identifies threats and vulnerabilities, assesses the impacts of the threats, evaluates in-place countermeasures, and identifies additional countermeasures necessary to ensure an acceptable level of security. The SAR shall be completed after completing the NIST 800-53 evaluation, Contingency Plan Testing, and the ST&E. Identified weakness shall be documented in a Plan of Action and Milestone (POA&M) in the USCIS Trusted Agent FISMA (TAF) tool. Each POA&M entry shall identify the cost of mitigating the weakness and the schedule for mitigating the weakness, as well as a POC for the mitigation efforts.
- **Certification and Accreditation (C&A):** This program establishes the extent to which a particular design and implementation of an automated system and the facilities housing that system meet a specified set of security requirements, based on the RA of security features and other technical requirements (certification), and the management authorization and approval of a system to process sensitive but unclassified information (accreditation). As appropriate the Contractor shall be granted access to the USCIS TAF and Risk Management System (RMS) tools to support C&A and its annual assessment requirements. Annual assessment activities shall include completion of the NIST 800-53 Continuous Monitoring Process in TAF, annual review of user accounts, and annual review of the FIPS categorization. C&A status shall be reviewed for each incremental system update and a new full C&A process completed when a major system revision is anticipated.
- **Separation of Duties:** The contractor shall divide and separate duties and responsibilities of critical IT system functions among several different individuals to minimize the possibility that any one individual would have the necessary authority or system access to be able to engage in fraudulent or criminal activity.

11. Security Assurances

DHS Management Directives 4300 requires compliance with standards set forth by NIST, for evaluating computer systems used for processing SBU information. The Contractor shall ensure that requirements are allocated in the functional requirements and system design documents to security requirements are based on the DHS policy, NIST standards and applicable legislation and regulatory requirements. Systems shall offer the following visible security features:

User Identification and Authentication (I&A) – I&A is the process of telling a system the identity of a subject (for example, a user) (I) and providing that the subject is who it claims to be (A). Systems shall be designed so that the identity of each user shall be established prior to authorizing system access, each system user shall have his/her own user ID and password, and each user is authenticated before access is permitted. All system and database administrative users shall have strong authentication, with passwords that shall conform to established DHS standards. All USCIS Identification and Authentication shall be done using the Password Issuance Control System (PICS) or its successor. Under no circumstances will Identification and Authentication be performed by other than the USCIS standard system in use at the time of a systems development.

Discretionary Access Control (DAC) – DAC is a DHS access policy that restricts access to system objects (for example, files, directories, devices) based on the identity of the users and/or groups to which they belong. All system files shall be protected by a secondary access control measure.

Object Reuse – Object Reuse is the reassignment to a subject (for example, user) of a medium that previously contained an object (for example, file). Systems that use memory to temporarily store user I&A information and any other SBU information shall be cleared before reallocation.

Audit – DHS systems shall provide facilities for transaction auditing, which is the examination of a set of chronological records that provide evidence of system and user activity. Evidence of active review of audit logs shall be provided to the USCIS IT Security Office on a monthly basis, identifying all security findings including failed log in attempts, attempts to access restricted information, and password change activity.

Banner Pages – DHS systems shall provide appropriate security banners at start up identifying the system or application as being a Government asset and subject to government laws and regulations. This requirement does not apply to public facing internet pages, but shall apply to intranet applications.

12. Data Security

SBU systems shall be protected from unauthorized access, modification, and denial of service. The Contractor shall ensure that all aspects of data security requirements (i.e., confidentiality, integrity, and availability) are included in the functional requirements and system design, and ensure that they meet the minimum requirements as set forth in the DHS Sensitive Systems Handbook and USCIS policies and procedures. These requirements include:

Integrity – The computer systems used for processing SBU shall have data integrity controls to ensure that data is not modified (intentionally or unintentionally) or repudiated by either the sender or the receiver of the information. A risk analysis and vulnerability assessment shall be performed to determine what type of data integrity controls (e.g., cyclical redundancy checks, message authentication codes, security hash functions, and digital signatures, etc.) shall be used.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. P00001		3. EFFECTIVE DATE 07/23/2013		4. REQUISITION/PURCHASE REQ. NO. N/A	
5. PROJECT NO. (if applicable)		6. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		7. ADMINISTERED BY (if other than item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No, street, county, State and ZIP Code) POWERTEK CORPORATION 9420 KEY WEST AVE STE 210 ROCKVILLE MD 208506282		9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
10A. MODIFICATION OF CONTRACT ORDER NO. GS06F06652		10B. DATED (SEE ITEM 13) 06/26/2013		11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS	
12. ACCOUNTING AND APPROPRIATION DATA (if required) See Schedule		13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.		14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)	

(b)(4)

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 16, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 52.243-1, Changes
	D. OTHER (Specify type of modification and authority)

(b)(4)

8. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return _____ 1 _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: _____

AAP Number: 2011172046 DO/DPAS Rating: NONE

The purpose of this modification is to verify the Notice to Proceed and to specify the periods of performance.

a. The Notice to Proceed, issued via e-mail on 7/17/13, is confirmed. Based on the Notice to Proceed, the periods of performance for this task order are:

Base Period: 7/17/13 - 12/16/13, 5 months

Option One: 12/17/13 - 4/16/14, 4 months

Option Two: 4/17/14 - 4/16/15, 12 months

Continued ...

(b)(4)

provided in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.	
18A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Paul A. Shannon	
18C. DATE SIGNED 7/29/13	18B. UNITED STATES OF AMERICA <i>Paul A. Shannon</i> (Signature of Contracting Officer)
18D. DATE SIGNED 7/29/13	

HSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

GS06F06652/HSSCCG-13-J-00143/P00001

PAGE OF

2

2

NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Option Three: 4/17/15 - 4/16/16, 12 months Option Four: 4/17/16 - 1/16/17, 9 months				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 4	
2. AMENDMENT/MODIFICATION NO. P00002		3. EFFECTIVE DATE 09/27/2013		4. REQUESTION/PURCHASE REQ. NO. See Schedule	
6. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		CODE CIS		7. ADMINISTERED BY (if other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (Firm, street, county, State and ZIP Code) POWERTEK CORPORATION 9420 KEY WEST AVE STE 210 ROCKVILLE MD 208506282		(u)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		X		10A. MODIFICATION OF CONTRACT/ORDER NO. GS06F0665Z HSSCCG-13-J-00143	
				10B. DATED (SEE ITEM 13) 06/26/2013	
CODE		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 9 and 10, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)
See Schedule Net Increase: \$2,648,596.61

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(d).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 52.243-1, Changes
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Authorized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: (b)(4)

AAP Number: 2011172046 DO/DPAS Rating: NONE

The purpose of this modification is to combine performance periods and exercise optional tasks.

a. Base Period, CLIN 0001 and 0002, (7/17/13 - 12/16/13) and Option Period 1, CLINS 1001 and 1002, (12/17/13 - 4/16/14) are combined into a single performance period of 7/17/13 - 4/16/14.

b. The Government hereby exercises Optional Task 0003AA, Level 1 or Level 2 Program Support, in accordance with paragraph 2.10.1 of the Statement of Work (SOW). This is a firm fixed price task a (b)(4)
Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Paul A. Shannon		15C. DATE SIGNED 9/30/13		15B. UNITED STATES OF AMERICA Paul A. Shannon (Signature of Contracting Officer)		15D. DATE SIGNED 9/30/13	
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NSN 7540-01-153-6070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>c. The Government hereby exercises Optional Task 0003AB, level 3 Program Support , in accordance with paragraph 2.10.2 of the SOW. This is a firm fixed price task at [REDACTED] per month. (b)(4)</p> <p>d. The Government hereby exercises Optional Task 0003AC, Metadata Repository, in accordance with paragraph 2.10.3 of the SOW. This is a firm fixed price task at [REDACTED] per month. (b)(4)</p> <p>e. The optional tasks apply to the attached Services Level Agreements for NFTS, ICAM, Field Operations AV Working Group, RFID Proof of Concept, Records Management Support, and support of EDA team. The Contractor shall provide Level 1, 2, or 3 Program Support and consulting service for implementation of technology solutions, as directed by the COR. The Service Level Agreements will be updated based on final project plans and deliverables as agreed to with the COR within 60 days.</p> <p>f. Total obligated amount for this task order is changed from [REDACTED] to [REDACTED] an increase of \$2,648,596.61. (b)(4)</p> <p>g. Key personnel for this task order are: Program Manager [REDACTED] Technical Lead [REDACTED] Task Lead [REDACTED]</p> <p>LIST OF CHANGES: Obligated Amount for this Modification: \$2,648,596.61 New Total Obligated Amount for this Award: [REDACTED] (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from [REDACTED] to [REDACTED] (b)(4) Obligated Amount for this modification: [REDACTED]</p> <p>NEW ACCOUNTING CODE ADDED: CISOIT13341A ITENATO 000 EX 200100000 2320020000000000 GE258600 000000 [REDACTED] (b)(4)</p> <p>Continued ...</p>				

NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR LINE ITEM NUMBER: 2 Obligated Amount for this modification: [REDACTED] CHANGES FOR ACCOUNTING CODE: CISOIT13341A ITENATO 000 EX 20-01-00-000 23-20-0200-00-00-00 GE-25-86-00 000000 Amount changed from [REDACTED]</p> <p>CHANGES FOR LINE ITEM NUMBER: 3AA (b)(4) Obligated Amount for this modification: [REDACTED] NEW ACCOUNTING CODE ADDED: REC130074 NETREC 000 EX 200400000 0760020040000000 GE253000 000000 [REDACTED] (b)(4) CISRECO 000 EX 200400000 0760020040000000 GE253000 000000 [REDACTED] (b)(4) MIDASER 000 EX 200400000 0760020040000000 GE253000 000000 [REDACTED] (b)(4) CISOIT13341A ITENATO 000 EX 200100000 2320020000000000 GE258600 000000 [REDACTED] Amount [REDACTED] (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 3AB Obligated Amount for this modification: [REDACTED] NEW ACCOUNTING CODE ADDED: REC130073 DGTPLAN 000 EX 200400000 0760020040000000 GE253000 000000 [REDACTED] (b)(4) CISOIT13341A ITENATO 000 EX 200100000 2320020000000000 GE258600 000000 [REDACTED] Amount: [REDACTED] (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 3AC Obligated Amount for this modification: [REDACTED] NEW ACCOUNTING CODE ADDED: CISOIT13341A ITENATO 000 EX 200100000 2320020000000000 GE258600 000000 [REDACTED] Amount: [REDACTED] (b)(4)</p> <p>Delivery: 30 Days After Notice to Proceed Discount Terms: Net 30 Delivery Location Code: CISOCIO Department of Homeland Security Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
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NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Citizenship & Immigration Services OCIO, EA Division 5th floor 111 Massachusetts Ave. NW Washington DC 20001 FOB: Destination				



United States Citizenship and Immigration Services

OFFICE OF INFORMATION TECHNOLOGY (OIT) ENTERPRISE ARCHITECTURE:

NATIONAL FILE TRACKING SYSTEM (NFTS) TRAINING PILOT

SERVICE LEVEL AGREEMENT (SLA)

September 23, 2013

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1. Description

This SLA focuses on the development of a functional pilot training environment for the National File Tracking System (NFTS) application using a Cloud platform. NFTS is an automated file-tracking system used to maintain an accurate file inventory and track the physical location of Alien Registration Files (A-files). This system facilitates USCIS's ability to efficiently manage and streamline access to the millions of immigration files under its control. This Pilot will allow USCIS to initiate and validate training of personnel using a simulated environment prior to them receiving Entry on Duty (EOD) and full access to USCIS networks. This could significantly reduce the training time for personnel to become familiar with the NFTS environment, increase productivity for new personnel within the application, and maintain strong security controls within USCIS's operating environment.

2. Technical Approach

The following methodology will be used for the NFTS functional pilot:

- Kickoff and Plan – kickoff project with stakeholders, identify key team members and Subject Matter Experts (SMEs), and review/finalize project schedule
- Discovery/Requirements – gather information on the NFTS application and its needs for Records Training, Evaluation and Monitoring (RTEM) Branch, identify and document capability that will be included in the initial functional pilot. Work with stakeholders to prioritize capabilities such that they can be delivered within the proposed pilot/proof of concept. The requirements document will finalize the scope of functionality to be included in the pilot and be agreed to by the parties before moving to the design phase
- Design – develop a technical architecture that operates within a private Cloud platform
- Develop – develop functional pilot using an agile development methodology. Conduct spiral reviews with stakeholders, incorporate changes, and refine pilot to deliver a functional application within the specified timeframes. This will be accomplished with 3 agile sprints
- Validate/Demo – validate pilot against stakeholder requirements and use cases
- Provide documentation to support end-user application use.
- Support initial training simulation with test group of end-users to validate system functionality and document/quantify application benefits.
- Recommendations - provide report detailing pilot findings and recommendations for future use within USCIS's environment.

The NFTS pilot will leverage the Salesforce Force.com Cloud platform. The platform has more than 130,000+ companies using the product with more than 3 million applications. Salesforce is approved for use by the Federal Government with over 500 Public Sector customers. An Authority to Operate (ATO) at a FISMA Moderate security rating has also been granted by the General Services Administration (GSA), Securities and Exchange Commission (SEC), Health and Human Services (HHS), and many others. Salesforce is also on the USCIS Technical Reference Model (TRM) as an approved solution. The hosting environment is supported with world-class data centers replicated across the US with backup, failover, disaster-recovery, and an uptime record exceeding 99.9%. The environments also supports agile development requiring minimal coding

using a building-block fashion and visual tools and library to integrated and streamline end-user applications. The proposed solution will process training [dummy] data. At no time will actual, live data be processed by this system, avoiding any security or privacy issues.

The following functionality is planned for the agile spirals within the NFTS pilot:

- Login Screen
- Default Office, Section and Responsible Party Code
- Inquiry and Inquiry Screen
- Duplicate Files
- Internal File Movement
- External File Movement

3. Deliverables

Deliverable	Acceptable Quality Level	Due Date
Requirements and Scope Document	Delivered on-time; incorporation of Government comments/changes within 5 days of receipt.	Within 3 weeks of start date
High level Force.com Design and Technical Architecture	Delivered on-time; incorporation of Government comments/changes within 5 days of receipt.	Within 5 weeks of start date
Pilot Validate Report (includes validation of requirements and use cases)	Delivered on time in accordance with Requirements and Design	Within 14 weeks of start date
Functional Pilot for NFTS RTEM Training on Force.com	Delivered on time in accordance with Requirements and Design	Within 16 weeks of start date
Weekly Status Report	Delivered on time 95% of time.	By following Tuesday

4. Rough Order of Magnitude

- (b)(4) The proposal is designed as a firm-fixed price effort to deliver the associated services for the sum of [REDACTED] Salesforce.com licenses are not included in this SLA but will be required as a part of this effort. Hosting Fees / Licenses will be procured via a separate action. Payments associated with labor should be evenly distributed over the period of performance with the final payment withheld until Government acceptance of the final deliverable.

5. Proposed Timeline

Exhibit – POA&M for NFTS Training Pilot

	Month 1	Month 2	Month 3	Month 4	Month 5
Project Management					
Kickoff & Plan					
Discovery/Requirements					
Design					
Develop					
Validate/Demo					
Recommendations					



United States Citizenship and Immigration Services

**OFFICE OF INFORMATION TECHNOLOGY (OIT)
ENTERPRISE ARCHITECTURE:**

**PROJECT ANALYSIS AND COMMUNICATION SUPPORT
FOR IDENTITY, CREDENTIAL, AND ACCESS MANAGEMENT
(ICAM)**

SERVICE LEVEL AGREEMENT (SLA)

September 23, 2013

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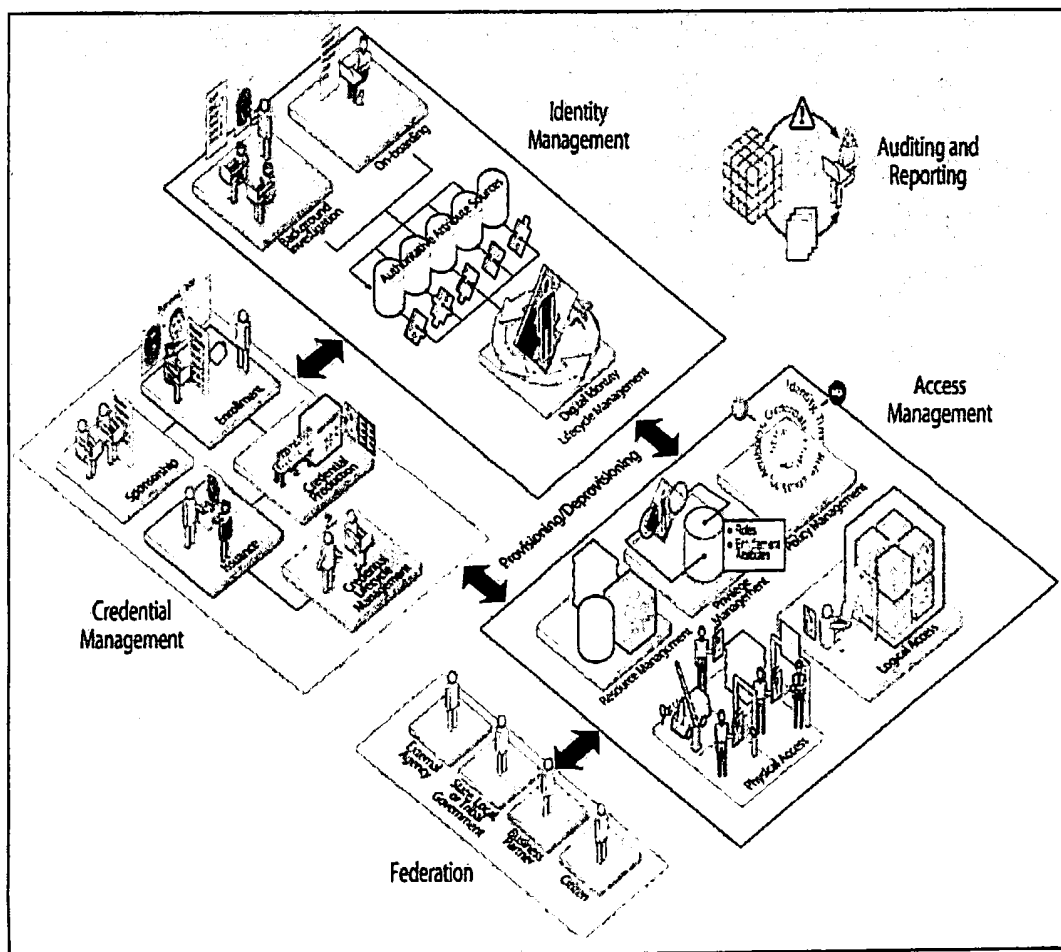
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1. Background

The ICAM mission enacts a standardized approach to deploying and managing identity, credentialing and access management services. Meeting ICAM mandates reduces security risks, streamlines manual processes, consolidates disparate data sources, and creates a reusable identity and access management enterprise service to USCIS. HSPD-12 is the presidential directive requiring all Federal Executive Departments and Agencies to implement a government-wide standard for secure and reliable forms of identification for employees and contractors accessing Federal facilities and information systems. In order to meet these mandates, the USCIS ICAM program will secure physical access at Agency locations and secure logical access to information assets.

Key ICAM Goals:

1. Support and comply with federal ICAM governance initiatives, DHS and federal security laws, regulations and standards
2. Facilitate e-governance initiatives by automating ICAM services to stakeholders
3. Develop and implement standardized operational processes that leverage ICAM-related industry best practices
4. Enable trust and interoperability
5. Reduce costs and increase efficiency



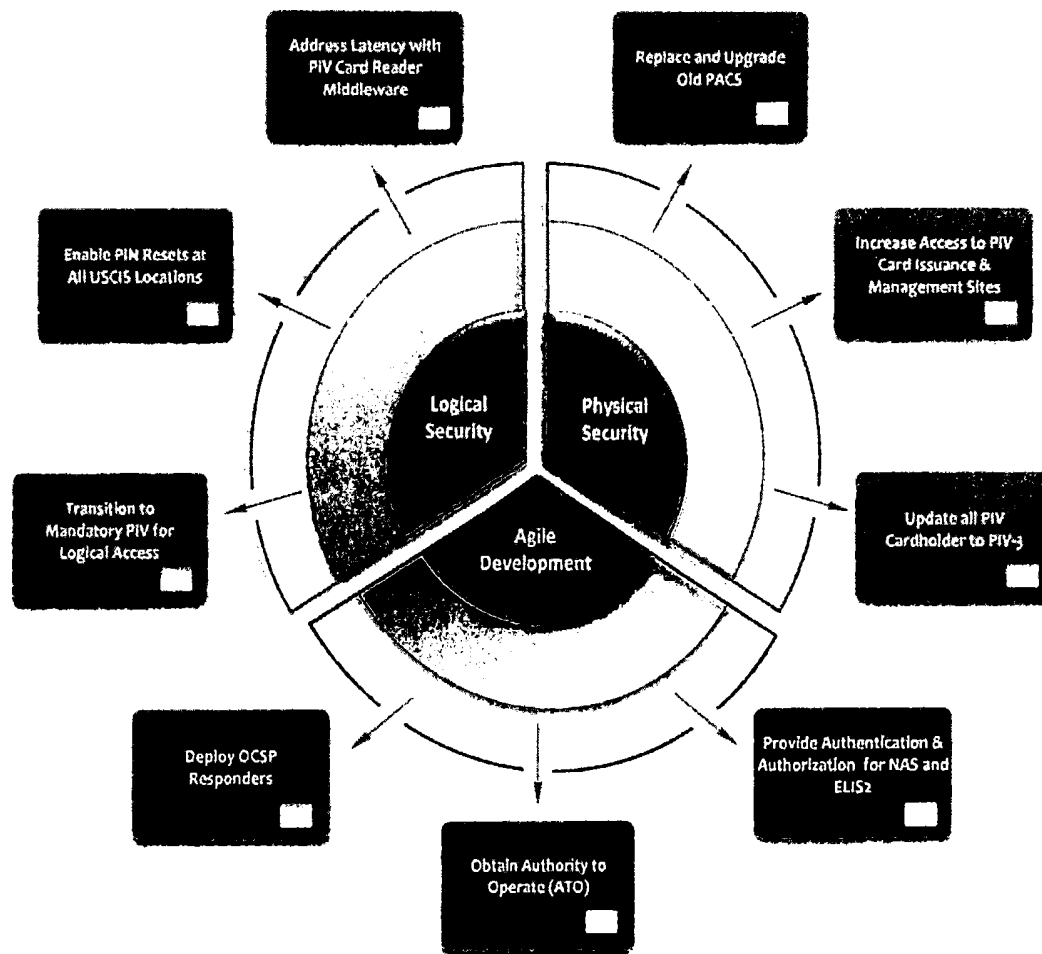
As stated in the FICAM, ICAM seeks to support the enablement of systems, policies, and processes to facilitate business between the Government and its business partners and constituents. The benefits associated with implementation of ICAM will require organized communication to stakeholders and customers. These benefits include:

- **Increased security** - reduction in identity theft, data breaches, and trust violations. Specifically, ICAM closes security gaps in the areas of user identification and authentication, authorization, encryption of sensitive data, logging and auditing access data.
- **Compliance** - with laws, regulations, and standards as well as resolution of issues highlighted in GAO reports of agency progress.
- **Improved interoperability** - between agencies using PIV credentials with partners carrying PIV-interoperable3 or third party credentials that meet the requirements of the federal trust framework. Additional benefits include minimizing the number of credentials requiring lifecycle management.
- **Enhanced customer service**- within agencies and with their business partners and constituents. Facilitating secure, streamlined, and user-friendly transactions – including information sharing – translates directly into improved customer service scores, lower help desk costs, and increased consumer confidence in agency services.
- **Elimination of redundancy**- both through agency consolidation of processes and workflow and the provision of government-wide services to support ICAM processes. This results in extensibility of the IT enterprise and reduction in the overall cost of security infrastructure.
- **Increase in protection of Personally Identifiable Information (PII)** - consolidating and securing identity data, accomplished by locating identity data, improving access controls, wider use of encryption, and automating provisioning processes.

2. Description

The U.S. Citizenship and Immigration Services (USCIS) Office of Information Technology (OIT) can assist ICAM by providing requested ICAM Communication project support. USCIS will evaluate the current state to determine the level of communication support required to effectively roll out ICAM initiatives. The diagram below depicts the ICAM target state across the enterprise. Communication will be required to cover all phases that impact users and customers.

The current ICAM strategy is broken down into three major groups deploying three major solutions. Providing ICAM communications will not only provide a unity and fill in gaps between each group, but will also bring the groups together to execute one consistent message to customers and management audiences.



Agile Development

- **OCSF Responder Deployment**

OCSF Responders check PIV card certificates against a known list of revoked certificates (CRLs). The distance between the PIV card reader and the closest OCSF responder affects how long it takes for the card to be authorized. Since there is only one OCSF responder in use at DHS HQ, card use can take longer than necessary to authorize the end user. Long response times will complicate any movement to mandatory PIV usage in both physical and logical security settings.

- **Obtain Authority to Operate (ATO)**

ICAM is working to obtain a required ATO to deploy the solution which will therefore require vigorous testing and review before deployment.

- **Provide Authentication and Authorization for NASS and ELIS2**

ICAM is providing the Electronic Immigration System 2 (ELIS2) and the National Appointment Scheduling System (NASS) with policy based authorization and the ability to define and manage entitlements based on an individual's profile.

Logical Access

- **Address Latency with PIV Card reader middleware**

ICAM is working with the OCSP Responder deployment to shorten PIV card read times and reduce access wait times.

- **Enable PIN Resets at All USCIS Locations**

ICAM is working to enable users to reset passwords at any USCIS location.

- **Transition to Mandatory PIV for Logical Access**

PIV cards will provide single sign-on to workstations, thereby increasing workspace security and reducing the need to use multiple passwords.

Physical Access

- **Replace and Upgrade Old PACS**

ICAM is working to standardize select systems for physical access control. All systems are IT-enabled which means all auditing or monitoring can be done remotely.

- **Increase Access to PIV Card Issuance & Management Sites**

ICAM is working to increase reliable card production, distribution and management strategies, including increased field access to stations and improved card reading times.

- **Upgrade all PIV Cardholders to PIV-3**

Without efficient and reliable PIV card production, distribution and management, the ICAM strategy for end users will not be realized. Because PIV cards are at the center of both logical and physical access, any efforts to transition to mandatory PIV usage will require established and smoothly running PIV card support services.

3. Approach

ICAM is a large initiative. This effort will continue well into FY 2014. It is essential that end users and management audiences hear a common message from stakeholders in the Logical Access, Physical Security and Agile Development groups. In order to do this, stakeholder / subject matter experts must be available to assist and identify requirements.

In accordance with the Federal Identity, Credential, and Access Management (FICAM) Roadmap and Implementation Guidance:

3.1 Phase 1: Discovery and Baseline

Phase 1 will require meeting with ICAM stakeholders to identify communication requirements and evaluating what has been done previously for ICAM communications. Specifically, identifying what communications will be required to inform end users of changes that may impact them. Phase 1 will also fully explore all communication business processes which have already been developed surrounding the ICAM initiative and will identify any additional processes that need to be identified. Communication templates according to the needs of the communication channel matrix will be developed to properly deploy communications according to process. The Communication Plan will serve as a baseline for ICAM communications. Processes and communication materials will be adjusted according to desired message and stakeholder needs.

3.2 Phase 2: Establish Target Communications

Phase 2 will establishing target communications to identify opportunities in the ICAM process. The target analysis will also include evaluation of past communication methods that have succeeded and failed to reach targeted audiences. Based on these outcomes, communications will be tailored to reach the desired audiences effectively.

3.3 Phase 3: Execution

Phase 3 will encompass the development of the Final Communication Plan, Strategy and updated project plan based on the information gathered during Phase 1 and 2. Execution will also include a continuation of PM support, To-Be Process development, and targeted communications on the ICAM deployment. The draft documents will be delivered for government review. Government's comments will be incorporated in the final documents.

Communication Outcomes Specific to USCIS:

- Monthly Reporting on ICAM status (Internal)
- Department Broadcasts- OIT Insider
- Newsletters- USCIS Today
- Website Updates
 - ICAM Program Site
 - PACS Proof of Concept Site
 - PIV Log- In Site
 - ESS Project Site
 - HSPD-12 Site
 - ICAM Wiki
 - ELIS2 ICAM Sprint Site
- Leadership Emails
 - Leadership Today
 - Messages from the CIO
- Videos- In the Loop
- Communication Materials
 - Slicks
 - Templates
 - Signage
 - Training Materials

The following deliverables will be submitted by USCIS on time to effectively roll out ICAM communications.

Deliverables	Delivery	Due Date
Updated Communication Strategy	Delivered on Time	30 days after start
Updated Stakeholder List	Delivered on Time	30 days after start
Communication Plan	Delivered on Time	60 days after start
Monthly report	Delivered on Time	Weekly
Updated Communication Process	Delivered on Time	60 days after start
Targeted Emails	Delivered on Time	60 days after start
Communication Matrix	Delivered on Time	30 days after start
Marketing Materials	Delivered on Time	As Needed
Signage	Delivered on Time	As Needed
Templates	Delivered on Time	30 days after start
Metric Reporting	Delivered on Time	Monthly
Provide Operational and Strategic communications	Delivered on Time	As Needed

3.4 Performance Metrics

ICAM Communications will generate reports based on timeliness, quality, customer satisfaction and specific service standards established and agreed to as part of this SLA.

This document presents a Service Level Agreement (SLA) for the resources required to support ICAM in project support and program assistance in ICAM Communications. This SLA is based upon a statement of requirements, an overview of a likely engagement, and a reasonable timeframe for its execution.

Service	Measure
Deliverable submission	100% submitted on time according to deliverable schedule
Customer Satisfaction	90% positive response to surveys
Communication and Document Quality	100% quality based on PM approval
Project Reporting	100% based on deliverable schedule

3.5 Assumptions

Period of performance for this effort will be 90-days and assumes the following critical activities have been completed:

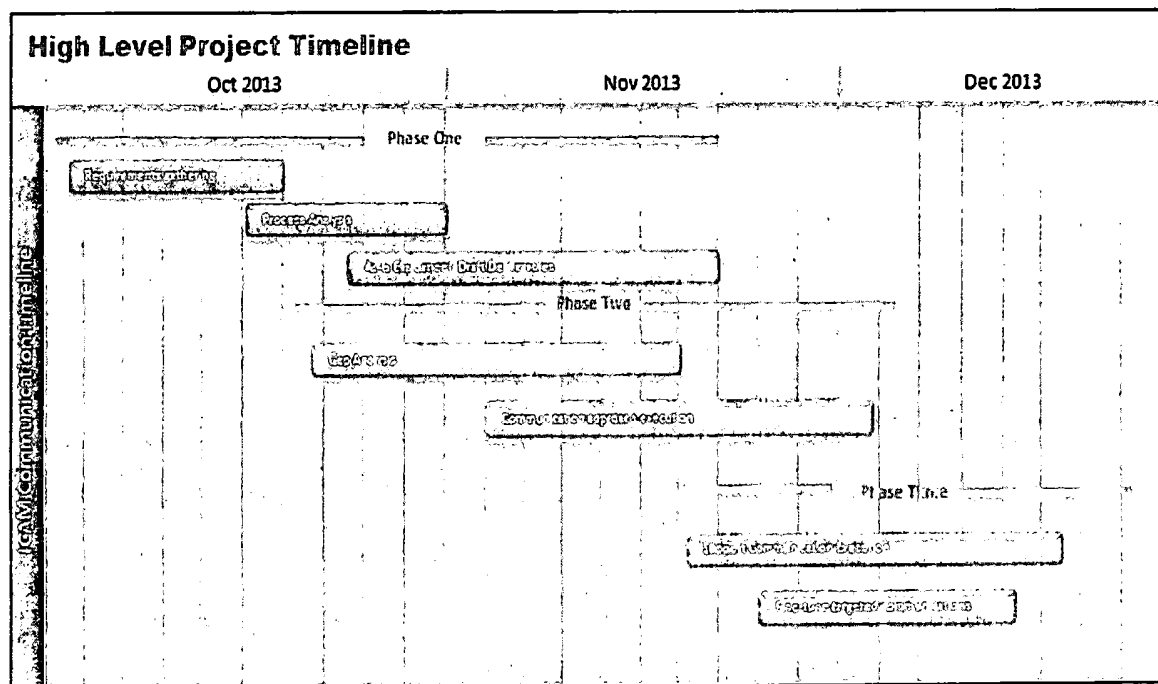
- Stakeholder have already been engaged and will support communicating out on project updates
- Communication Channels have been identified

- Overall technical project timeline is on schedule
- Communication Departments with partner with ICAM Communications Team to execute communications
- Communications will be executed through government channels and points of contacts
- Communications will not be presented to outside vendors or media

4 Proposed Timeline

To complete all phases of this effort will require a collaborative environment between the OIT and ICAM teams. Each of the required documents will build upon the other, but ultimately they will be managed independent of each other.

NOTIONAL TIMELINE



5 Rough Order of Magnitude

To complete all phases of this effort will require a collaborative environment between the OIT and ICAM teams. The proposal is designed as a firm-fixed price effort to deliver the associated services for the sum of [REDACTED]

(b)(4)



United States Citizenship and Immigration Services

**OFFICE OF INFORMATION TECHNOLOGY (OIT)
ENTERPRISE ARCHITECTURE:**

**BUSINESS SUPPORT FOR THE FIELD OPERATION AV
WORKING GROUP**

SERVICE LEVEL AGREEMENT (SLA)

September 23, 2013

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Exhibit 1: Notional timeline

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1. Description

USCIS OIT/CTO has the capability to support the AV working group's effort to establish a standardized process of recording the various types of immigration interviews. The nature of these proposed services include, at a minimum:

- Stakeholder identification
- Current state analysis and documentation of the current, "As-Is" environment
- Analysis and documentation of Business requirements
- Gap analysis to include identification of shortfalls within "As-Is" environment
- Support to Program/Project Managers (PMs) in their efforts to determine and represent the proper combination of resources (e.g., funding, staffing, etc.), requirements (that are stable, measurable and achievable), and schedules to be successful (at an acceptable risk level) in the execution
- "To-Be" documentation and approval
- Implementation of approved approach

2. Technical Approach

USCIS can assist in reliably identifying and accurately documenting gaps or shortfalls in capabilities and/or resources in the immigration interview process and recordings by providing:

- Examination of the As-Is process for AV recordings
- Oversight during analysis to ensure line-of-sight traceability from the mission-goals-functions. (important for any subsequent solution funding efforts)
- The process evaluation support will ensure alignment of resources to improve performance and help execute core mission throughout the interview life cycle.
- Evaluate record retention requirements
- Establish and document functional standards to be used for AV recordings
- Establish and document a standard technology baseline to be used for the AV recording process
- Identify requirements for and develop standard instructions (SOP's) supporting the interview recording initiative.
- Assist in the development of a standardized process to be used during the interview recording process. This will provide a consistent, reliable, repeatable structure for recording and storing interview AV data.

This document presents a SERVICE LEVEL AGREEMENT (SLA) for the resources required to support conducting your program to evaluate and provide recommendations on standardizing the interview recording and data storage process.

This engagement will include the completion of an "As-Is" and "To-Be" Process document complete with Gap Analysis and Cost Benefit Analysis complete with an associated analysis of alternatives for proposed technical standards or solutions. Completion of the previously mentioned evaluation documents will aid in the construction of the following documents: Interview process checklist, Standard Operating Procedures (SOPs), and interview retention policy. This ROM is based upon a statement of requirements, an overview of a likely engagement, and a reasonable timeframe for its execution.

3. Engagement

3.1. Phase 1: Discovery

Phase 1 will encompass project preparation and collecting, organizing, analyzing and reporting on findings.

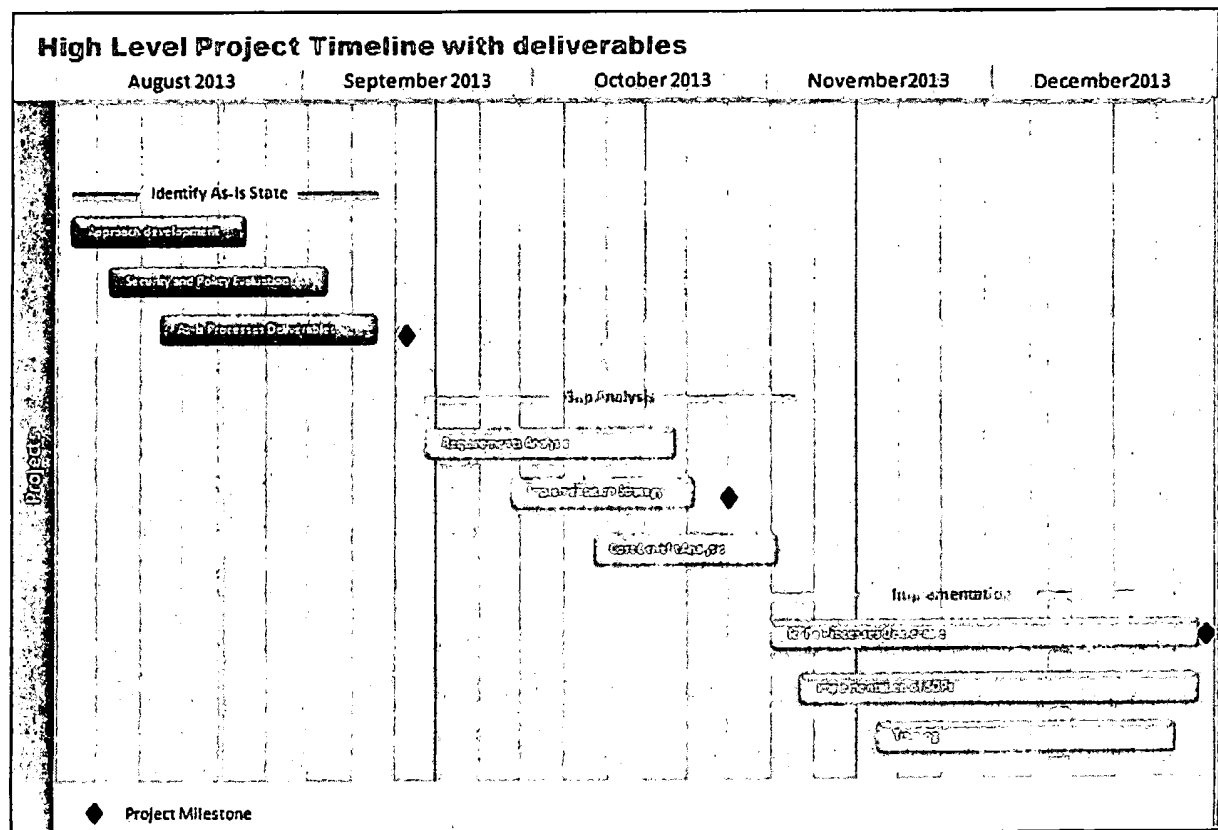
3.2. Phase 2: Requirements Gathering & GAP Analysis

Phase 2 will encompass gathering requirements from the stakeholders to standardize the AV immigration interview recording process and obtain an understanding of technological requirements. In addition, Gap Analysis and Cost-Benefit Analysis will be completed to identify potential technologies that can be leveraged to provide a solution that represents the best value to DHS.

3.3. Phase 3: Implementation

Phase 3 will encompass the development of the To-Be Process Documentation, Recommendations, interview recording instructions, training plans, and SOPs. Government's comments will be incorporated in the final documents.

4. Proposed Timeline



5. Rough Order of Magnitude

This effort will require a collaborative environment between the AV working group and USCIS OIT/CTO. The proposal is designed as a firm-fixed price effort to deliver the associated services for the sum of

(b)(4)

September 23, 2013



United States Citizenship and Immigration Services

**OFFICE OF INFORMATION TECHNOLOGY (OIT)
ENTERPRISE ARCHITECTURE:**

**RADIO FREQUENCY IDENTIFICATION (RFID) PROOF OF
CONCEPT**

SERVICE LEVEL AGREEMENT (SLA)

September 23, 2013

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1. Background

The U.S. Citizenship and Immigration Services (USCIS) manages lawful immigration into the United States and the granting of immigration and citizenship benefits. In fulfillment of its mission, USCIS has the responsibility of maintaining eighty six million immigration records in support of immigration and citizenship services. Managing and tracking these records is a daunting task as the records move from site to site in support of required business processes. With more than 18,000 employees and contractors, working in 250 offices around the world, the importance of maintaining records' integrity is critical. Providing accurate and useful information to our customers is one of our foundational goals. USCIS is continually exploring ways to Strengthening the security and integrity of the immigration system and provide effective customer-oriented immigration benefit and information services through process improvement.

To that end, USCIS has engaged the Office of Information Technology's (OIT's) Enterprise Architecture Branch as part of an effort to improve its processes and services.

In the Spring/Summer 2012, the Records Training, Evaluation and Monitoring (RTEM) Branch in concert with OIT / EA, established the Wireless Tag Identification (WTID) Team to assess the utilization of Radio Frequency Identification (RFID) technology for Alien Registration File (A-file) tracking.

2. Description

This document presents a SERVICE LEVEL AGREEMENT (SLA) for the resources required to support the RFID POC project and program assistance in WTID Asset Tracking. This ROM is based upon a statement of requirements, an overview of the potential engagement, and a reasonable time frame for its execution.

USCIS / OIT possesses the capability to leverage Radio-Frequency Identification (RFID) technology by providing the required project support and program assistance for planning and implementing a Wireless Tag Identification (WTID) and asset tracking proof of concept. USCIS will evaluate the current state, and other associated materials in order to support the tracking of applicant files and to streamline the location and processing of tracking / a file location data. As a part of this process, OIT has proposed provisioning the technical support needed for Program and Project Management, Enterprise Architecture, and Technology Verification. These proposed services involve three main goals:

1. Project Management Support
 - a. Scheduling and Project Planning
 - b. Crafting user stories and use cases
 - c. Support for Government Program/Project Managers (PMs) in their efforts to determine and represent the proper combination of resources (e.g., funding,

- staffing, etc.), requirements (that are stable, measurable and achievable), and schedules to be successful in the execution of this effort
- d. OIT Liaison Support
- e. Acquisition Support (cost models and life cycle cost estimates)
- 2. System Process Support
 - a. Produce agile development lifecycle guidance which would include information on how to plan, implement, test, document and maintain information
 - b. Roadmap evaluation and modification that includes business value-added and To-Be documentation
 - c. Gap Analysis, identification and documentation of impediments and/or product backlogs
 - d. Training Support
- 3. RFID Asset Tracking Support
 - a. Data Collection
 - b. Data Analysis
 - c. Reporting and documentation

The project activities, hardware, software, and testing details are documented in the POC Implementation Plan provided under separate cover.

3. Technical Approach

USCIS proposes an RFID technology Proof of Concept to assist in reliably identifying and accurately documenting gaps or shortfalls in capabilities and/or resources involved in WTID asset tracking. The project deliverables for this effort include:

Deliverables	Delivery	Due Date
An updated project plan with schedule	Delivered on Time	30 days after POC start
Monthly report (data and project status)	Delivered on Time	Weekly
To-Be architecture roadmap	Delivered on Time	30 days after POC start
User stories	Delivered on Time	As required commencing 45 days after POC start
Capability Development Plan	Delivered on Time	90 days after POC start
White Papers	Delivered on Time	As needed
Presentations to Senior Leadership	Delivered on Time	As Needed

Implementation Plan for pilot and full scale staged deployment	Delivered on Time	90 days after POC start
Data Analysis Reporting	Delivered on Time	Weekly
Applicable cost models	Delivered on Time	Delivery and revision as required commencing 60 days after POC start
Data Analysis Summary	Delivered on Time	60 Days after POC
Draft life cycle cost estimate	Delivered on Time	60 days after POC start
Acquisition plan for pilot and full scale implementation	Delivered on Time	90 days after POC start

3.1. Assumptions

The period of performance for this effort will be 90-days and consist primarily of Data Collection and Analysis efforts for Wireless Tag Identification (WTID) A-File Tracking. This estimate assumes the following critical activities have been completed:

- The site surveys supporting the Proof of Concept (POC) have been completed
- The required RFID infrastructure needs have been identified for a given site based on the site analysis and spectrum analysis
- All RFID equipment required to support this effort has been purchased, delivered, and installed at selected POC sites
- RFID Infrastructure has been configured, tuned, tested and aligned with RTEM business processes at selected POC sites
- A-files to be included in the test census have been provisioned with RFID Tags to enable tracking
- Ensure RFID edge devices and any associated software is installed and appropriately configured
- Ensure users are trained to operate RFID readers and software
- Installation and configuration procedures have been documented
- Determination of RFID infrastructure implementation and process impacts to current operations have been made and allowed for in the production schedule
- A method of collecting Asset and File Tracking data has been developed, tested, deployed and integrated to collect, store, manipulate and disseminate RFID asset tracking information from test sites in a File/Asset Tracking database

4. Engagement

4.1. Phase 1: Discovery

Phase 1 will fully explore all possible business processes which will include refining RFID POC efforts as necessary and will document validated and refined processes. Processes will be adjusted accordingly to define the pilot implementation plan and full scale roll out upon completion of the POC. The goal is to refine these business processes and align them with the actual operating environments. Data discovery and collection and will be completed in this phase to include crafting user stories/use cases, updating the roadmap and updating the project plan.

4.2. Phase 2: Gap Analysis

Phase 2 will encompass a gap analysis to identify opportunities in the event process. Capabilities and constraints will also be identified in addition to evaluating the technical and business requirements, conducting an Analysis of Alternatives, refining cost models and the implementation plan to better aid Phase 3.

4.3. Phase 3: Execution

Phase 3 will encompass the development of the Capability Development Plan and updated project plan based on the information gathered during Phase 1 and 2. Execution will also include a continuation of PM support, To-Be Process development, and final acquisition plan. The draft documents will be delivered for government review. Government's comments will be incorporated in the final documents.

5. Proposed High-Level Milestones

Milestone	Date	Status
Establish WTID IPT	1/16/2013	Complete
RFID Lab setup	1/22/2013	Complete
Begin RFID Testing	2/1/2013	Complete
Coordinate with OIT on systems planning for Cost Benefit Analysis	2/13/2013	Complete
Develop RFID Cost Benefit Analysis	3/1/2013	Complete
Obtain Executive Approval for RFID Investment	8/12/2013	Pending
Incorporate RFID cost within the In-Cycle FY14 Funding Request	4/30/2013	Complete
Finalize initial RFID Cost benefit Analysis	4/30/2013	Complete
Develop Proof of Concept Project Plan (Phase 1)	5/1/2013	Complete
Continue Full-Scale RFID Investment Planning, Funding, and Implementation following approval (FY14)	10/1/2013	Pending
Begin Instrumentation (Proof of Concept Locations)	11/15/2013	Pending
Begin data collection and analysis	1/1/2014	Pending

6. Rough Order of Magnitude

To complete all phases of this effort will require a collaborative environment between the OIT and RFID teams. The proposal is designed as a firm-fixed price effort to deliver the associated services for the sum of

(b)(4)



United States Citizenship and Immigration Services

**OFFICE OF INFORMATION TECHNOLOGY (OIT)
ENTERPRISE ARCHITECTURE:**

RECORDS MANAGEMENT SUPPORT

SERVICE LEVEL AGREEMENT (SLA)

September 23, 2013

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5. ROUGH ORDER OF MAGNITUDE	ERROR! BOOKMARK NOT DEFINED.

1. Background

The USCIS Records Division has the overarching responsibility to manage over 80 million immigration records accessed by over 30,000 individuals in over 140 offices worldwide.

To ensure records accountability and integrity, and to facilitate its records management capabilities, the Records Division has four branches that assist with records creation, digitization, dissemination, maintenance and disposition.

The Records Division Branches: Records Policy; Records Training Evaluation and Monitoring; Records Operations; and Historical Records will all be impacted by this investment; for which the purpose is to provide a more detailed (Level 4 & Level 5) view of the major business processes that are currently being performed to satisfy its mission.

The outcomes from this effort will be a thorough understanding of Record Management capabilities – what it does, its business activities, and how the organization executes its capabilities along with recommendations for new products and services that will reflect the true needs of the business community. The products and deliverables from this effort will also serve to provide long-term technology planning and provide solid justification for new investments and business process improvements.

2. Requirements

This document establishes the resource needs and level of effort necessary to meet USCIS records management support requirements for the Records Division. The Records Division needs the capability to generate Level 4 and Level 5 business process models to gain a broader and more in-depth understanding of its operational processes. This will provide the research needed to allow the business analysis to identify capability gaps, propose process improvements, make recommendation for system and policy changes, and to facilitate strategic planning.

Project costs are based on the human capital needed to perform defined services. Software products, related licenses and hardware will be fulfilled by OIT EA.

In order to adequately cover the scope of this effort and its complexity, one enterprise architect, two business analysts and one business systems analyst will be needed to augment current staff.

This project will employ resources with a broad and specific range of skill sets that are required to document existing business processes, make incremental process improvements and develop new processes to address capability gaps. These same resources will ensure Records Division alignment with Enterprise Systems and Services, and will make policy recommendations.

The OIT EA Program will leverage the Enterprise Services and Governance Planning (ESGP) services contract to provision the programmatic and technical support resources required for this effort.

Program and project support requirements include:

1. Project Management
 - a. Project planning and scheduling
 - b. Monitoring and oversight of key performance indicators
 - c. Status reporting
 - d. Risk identification and mitigation
 - e. OIT liaison and communications
 - f. Government program and project managers support
2. Strategic Planning
 - a. Strategic planning support for Records Division leadership
 - b. Project briefings and communications support
3. Business Architecture and Business Process Re-Engineering
 - a. Business process research, analysis and modeling
 - b. Systems architecture analysis and alignment
 - c. Modernization roadmap
 - d. Business process recommendations and re-engineering

3. Deliverables

The USCIS EA program will provision subject matter experts for effective project management, research, analysis and modeling of Records Division business processes in order to meet this requirement. The project deliverables for this effort include:

Deliverables	Due Date
Project plan with schedule	15 days after project start
Status reports	Weekly/monthly/as needed
Level 4 and Level 5 Process Descriptions	45 days after project start
Level 4 and Level 5 Process Models	As required commencing 45 days after project start
Business model reports	Incrementally after 45 days
Business model presentations & confirmations	As needed
Presentations to Senior Leadership	As Needed
Analysis & Recommendations Reports	At project closure

3.1. Assumptions

Records Division records management support will be provisioned based on the following assumptions:

- That support will be provided on-site at Records Division Branch location/s
- Appropriate Government Furnished Equipment (GFE) will be provided
- Access to Records Division systems will be provided as needed
- Appropriate Records Division personnel and resources will be made available to fully support this effort as needed

4. Proposed Timeline

The period of performance for this effort will be 6 months from the start date.

5. Rough Order of Magnitude

This ROM is based upon a statement of requirements, an overview of the potential engagement, and a reasonable timeframe for its execution. The proposal is designed as a firm-fixed price effort to deliver the associated services for the sum of

(b)(4)



United States Citizenship and Immigration Services

**OFFICE OF INFORMATION TECHNOLOGY (OIT)
ENTERPRISE ARCHITECTURE:**

ENTERPRISE DATA ARCHITECTURE (EDA)

SERVICE LEVEL AGREEMENT (SLA)

September 23, 2013

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1. Background

USCIS Transformation Program Work Requirements for EDA

The Enterprise Data Architecture (EDA) team is currently required to develop and support data architecture for the USCIS Transformation Program, by:

- Facilitating the meetings and activities of the Data Architecture Working Group (DAWG);
- Completing development of the Logical Data Model (LDM) called CARD (Common Application Relational Database), which is the data architecture foundation for the ELIS 2 solution;
- Responding to CARD Data Change Requests (DCRs) made by the Agile teams that are developing the ELIS 2 solution; auto-generating a Physical Data Model (PDM) from each new version of CARD; and addressing PDM mappings, issues, and impacts.

The three resources currently allocated to the EDA team are fully occupied by these core requirements from Transformation. It is expected that the number of ELIS 2 Agile development teams using the CARD data model will, at a minimum, double in the near future. EDA does not have the resource capacity to support the increase in DCR volume and LDM changes that would be generated by these additional teams.

In addition, the EDA team has received requirements from the Transformation Program to support:

- The merge of data from the ELIS 1 solution into the ELIS 2 solution.
- Analysis of the ELIS 1 data models and identification of data elements where permanent record retention by the National Archives and Records Administration (NARA) will be required.

Other USCIS Work Requirements for EDA

Several other areas within USCIS are expected to need data architecture involvement from the EDA team within the near future. These are areas where it is critical for the developing data architectures to be consistent and interoperable with the future state data architecture of the Transformation Program:

- Fraud Detection and National Security Directorate (FDNS)
- Citizenship Integration Data Repository (CIDR)
- Refugee, Asylum, and International Operations Directorate (RAIO)
- National Security Database (at 111 Massachusetts Ave.)

The purpose of this Service Level Agreement (SLA) is to document the various work requirements listed above and describe how they can be addressed.

2. Description

This document presents a Service Level Agreement (SLA) for increased EA support to USCIS *Enterprise Data Architecture* initiatives in order to support current known requirements for the EDA team. These requirements call into three high-level groups, each containing several categories of work:

Goal 1: Increase Support of Core Transformation Program Requirements

- CARD LDM
- ELIS 2 PDM

Goal 2: Support Additional Transformation Program Requirements

- ELIS 1 --> ELIS 2 Data Merge
- NARA Record Retention

Goal 3: Support Additional Known USCIS Requirements

- FDNS
- CIDR
- RAIO
- National Security Database

This SLA is based on a statement of requirements, an overview of likely engagements, and a reasonable timeframe for their execution.

TABLE 1 - KNOWN EDA WORK REQUIREMENTS

Requirement	Category	Requirement Source
Update, maintain, and publish the CARD LDM and Reference Data based on Transformation requirements.	CARD LDM	Transformation
Publish new versions of the CARD model.	CARD LDM	Transformation
Data model integration with NASS	CARD LDM	Transformation
Data model integration with ICAM	CARD LDM	Transformation
Identify data issues in the business architecture.	CARD LDM	Transformation
Facilitate DAWG meetings and related notifications and updates.	CARD LDM	Transformation
Review CARD LDM with groups impacted by CARD: Records, Reporting	CARD LDM	Transformation

Meet with stakeholders to determine ownership of data issues in the business architecture.	CARD LDM	Transformation
Address, document, and resolve developer Data Change Requests.	ELIS 2 PDM	Transformation
Generate DDL scripts for the PDM	ELIS 2 PDM	Transformation
Generate LDM-PDM mapping	ELIS 2 PDM	Transformation
Map the Lockbox (paper channel) ESB services to the CARD model.	ELIS 2 PDM	Transformation
Identify data gaps due to undefined solution architecture.	ELIS 2 PDM	Transformation
Meet with stakeholders to determine ownership of data gaps due to undefined solution architecture.	ELIS 2 PDM	Transformation
Provide the ELIS2 LDM to the Technical Merge Team.	ELIS1 → ELIS2 data merge (data migration)	Transformation
Provide data governance and resolve issues.	ELIS1 → ELIS2 data merge (data migration)	Transformation
Provide guidance to data merge teams in establishing data merge plans.	ELIS1 → ELIS2 data merge (data migration)	Transformation
Identify all data merge tasks and durations.	ELIS1 → ELIS2 data merge (data migration)	Transformation
Provide mapping of ELIS1 LDM to CARD LDM.	ELIS1 → ELIS2 data merge (data migration)	Transformation
Provide LDM for ELIS1 data staging area.	ELIS1 → ELIS2 data merge (data migration)	Transformation
Perform data profiling of source and target systems.	ELIS1 → ELIS2 data merge (data migration)	Transformation
Perform data analysis of source and target systems.	ELIS1 → ELIS2 data merge (data migration)	Transformation
Assess and identify data attributes in ELIS 1 required for permanent retention.	NARA Record Retention	USCIS
Identify and resolve impacts to enterprise data architecture and the CARD data model from FDNS projects and related work.	FDNS	USCIS

Identify and resolve impacts to enterprise data architecture and the CARD data model from CIDR projects and related work.	CIDR	USCIS
Identify and resolve impacts to enterprise data architecture and the CARD data model from RAIO projects and related work.	RAIO	USCIS
Identify and resolve impacts to enterprise data architecture and the CARD data model from National Security Database projects and related work.	National Security Database (7th Floor at 111 Mass. Ave)	USCIS

3. Technical Approach

OIT will provide additional technical resources to address the additional work being required of the EDA team. The skill sets will be divided among data architecture and data analysis, and will address the following goals:

Goal 1: Ensure that critical enterprise data architecture requirements are addressed in a timely fashion.

- Engage promptly with Transformation and other USCIS work areas to understand their data architecture needs and to meet their requirements.

Goal 2: Ensure that “to be” enterprise solutions have compatible data architectures and can interoperate with one another where required.

- Analyze “to be” data architectures being developed in the USCIS enterprise space, identify areas of opportunity or concern, and provide reliable guidance through actionable data models.

Goal 4: Complete and extend the CARD model to meet “to be” requirements

- Extend and complete the remaining areas of this “architectural runway” for the Transformation Program solutions.

Goal 3: Support the USCIS enterprise data governance process.

- Provide sufficient data architecture resources to keep up with an increased volume of Data Change Requests and updates to the CARD model.

Goal 5: Support the Agile development process within USCIS.

- Provide sufficient data architecture resources to provide prompt response to developer requests for guidance and data architecture solutions.

4. Engagement

The EDA team has an established process of engaging with areas of USCIS, leveraging both DHS-wide data governance processes and the Transformation Program DAWG.

5. Rough Order of Magnitude

To complete all phases of this effort will require a collaborative environment between the OIT EDA team and other USCIS teams. The proposal is designed as a firm-fixed price effort to deliver the associated services for the sum of (b)(4)

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 1	
2. AMENDMENT/MODIFICATION NO. P00003		3. EFFECTIVE DATE 12/01/2013		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) POWERTEK CORPORATION 9420 KEY WEST AVE STE 210 ROCKVILLE MD 208506282		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE (b)(4)		10A. MODIFICATION OF CONTRACT/ORDER NO. GS06F0665Z HSSCCG-13-J-00143		10B. DATED (SEE ITEM 13) 06/26/2013	
FACILITY CODE					

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

- ☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 43.103 (b) Unilateral

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)

DUNS Number: (b)(4)

In an effort to consolidate the invoicing procedure, effective December 1, 2013, invoices should be electronically submitted to: DFCINVOICES-CIS@ice.dhs.gov.

The OIT-Invoice mail box should no longer be used to submit monthly invoices. Please continue to copy the COR and Contract Specialist when submitting the invoice electronically.

This change will help to eliminate lost invoices, duplicated payments and the need to send paper copies of invoices.

All other terms and conditions remain unchanged.

AAP Number: 2011172046 DO/DPAS Rating: NONE

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Monica L. Rutherford	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Monica L. Rutherford</i> (Signature of Contracting Officer)	16C. DATE SIGNED 11/15/13

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
				1 2	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.	
P00004		04/01/2014			
6. ISSUED BY		CODE		5. PROJECT NO. (If applicable)	
USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		CIS			
		7. ADMINISTERED BY (If other than Item 6)		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		9A. AMENDMENT OF SOLICITATION NO.			
POWERTEK CORPORATION 9420 KEY WEST AVE STE 210 ROCKVILLE MD 208506282		(x)			
		9B. DATED (SEE ITEM 11)			
		10A. MODIFICATION OF CONTRACT/ORDER NO.			
		GS06F06652			
		HSSCCG-13-J-00143			
		10B. DATED (SEE ITEM 13)			
		06/26/2013			
CODE		FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required)					
See Schedule					
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).				
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
	D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)					
DUNS Number: (b)(4)					
The purpose of this unilateral no cost modification is to notify Power Tech Corp. that all invoices must be submitted to the Invoice Consolidation mailbox					
(USCISInvoice.Consolidation@ice.dhs.gov)					
effective April 1, 2014. Invoicing instructions are included below:					
INVOICING INSTRUCTIONS					
(a) In accordance with FAR Part 32.905, all invoices submitted to USCIS for payment shall					
Continued ...					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
			Donata Sikon-Amato		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA	
(Signature of person authorized to sign)				Donata Sikon-Amato	
				(Signature of Contracting Officer)	
				03/12/2014	

NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>include the following:</p> <p>(1) Name and address of the contractor.</p> <p>(2) Invoice date and invoice number.</p> <p>(3) Contract number or other authorization for supplies delivered or services performed (including order number and contract line item number).</p> <p>(4) Description, quantity, unit of measure, period of performance, unit price, and extended price of supplies delivered or services performed.</p> <p>(5) Shipping and payment terms.</p> <p>(6) Name and address of contractor official to whom payment is to be sent.</p> <p>(7) Name (where practicable), title, phone number, and mailing address of person to notify in the event of a defective invoice.</p> <p>(8) Taxpayer Identification Number (TIN).</p> <p>(b) Invoices not meeting these requirements will be rejected and not paid until a corrected invoice meeting the requirements is received.</p> <p>(c) USCIS' preferred method for invoice submission is electronically. Invoices shall be submitted in Adobe pdf format with each pdf file containing only one invoice. The pdf files shall be submitted electronically to USCISInvoice.Consolidation@ice.dhs.gov with each email conforming to a size limit of 500 KB.</p> <p>(d) If a paper invoice is submitted, mail the invoice to:</p> <p>USCIS Invoice Consolidation PO Box 1000 Williston, VT 05495</p> <p style="text-align: right;">(b)(4)</p> <p>The total obligated amount remains </p> <p>All other terms and conditions remain unchanged. AAP Number: 2011172046 DO/DPAS Rating: NONE</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
				1 5	
2. AMENDMENT/MODIFICATION NO		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ NO	
P00005		04/17/2014		SEE SCHEDULE	
6. ISSUED BY		CODE		7. ADMINISTERED BY (If other than Item 6)	
USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		CIS		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)				9A. AMENDMENT OF SOLICITATION NO	
POWERTEK CORPORATION 9420 KEY WEST AVE STE 210 ROCKVILLE MD 208506282				(x)	
				9B. DATED (SEE ITEM 11)	
				10A. MODIFICATION OF CONTRACT/ORDER NO	
(b)(4)				GS06F0665Z	
				HSSCCG-13-J-00143	
				10B. DATED (SEE ITEM 13)	
CODE				06/26/2013	
FACILITY CODE					

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted, or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$3,385,258.60
SEE SCHEDULE

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 52.243-3 Changes
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is not, is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Marked by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: [REDACTED]

The purpose of this modification is to do the following;

1) Align T&M CLIN with the same Period of Performance as the FFP CLIN ending on 09/29 (Established in P00002). POP for the contract will be as follows;

Base - 07/17/2013 - 12/16/2013
Option 1 - 12/17/2013 - 09/29/2014
Option 2 - 09/30/2014 - 03/29/2015
Option 3 - 03/30/2015 - 09/29/2015
Option 4 - 09/30/2015 - 03/29/2016

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		16A. DATE SIGNED	
Donata Sikon-Amato		4/16/14	
15B. DATE SIGNED		16B. UNITED STATES OF AMERICA	
4/16/14		O. Sikon-Amato (Signature of Contracting Officer)	
15C. DATE SIGNED		16C. DATE SIGNED	
4/16/14		4/16/14	

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CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
GS06F0665Z/HSSCCG-13-J-00143/P00005PAGE OF
2 5NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
(b)(4)	<p>Option 5 - 03/30/2016 - 09/29/2016 Option 6 - 09/30/2016 - 01/16/2017</p> <p>2) Realign hours under CLIN 0001 and Add hours to CLIN 1001 (See attached table).</p> <p>As a result of this modification this order is hereby increased by [REDACTED] from [REDACTED] to [REDACTED]</p> <p>All other terms and conditions remain unchanged. AAP Number: 2011172046 DO/DPAS Rating: NONE CHANGES FOR LINE ITEM NUMBER: 1001</p> <p>NEW ACCOUNTING CODE ADDED: Account code: ITENAT0 000 EX 200100000 2320000000000000 GE258600 000000 Amount: [REDACTED] (b)(4)</p> <p>NEW ACCOUNTING CODE ADDED: Account code: EAESGP0 OIT EX 200500000 200000000000000000 GE258600 000000 (b)(4) Amount: [REDACTED]</p> <p>NEW ACCOUNTING CODE ADDED: Account code: EAESGP0 OIT EX 200500000 200000000000000000 GE258600 000000 Amount: [REDACTED] (b)(4)</p> <p>NEW ACCOUNTING CODE ADDED: Account code: DF00000 000 EX 200500000 200000000000000000 GE258600 000000 Amount: [REDACTED] (b)(4)</p> <p>NEW ACCOUNTING CODE ADDED: Account code: NFTSREC 000 EX 200400000 0760020001000000 GE253000 000000 Amount: [REDACTED] (b)(4)</p> <p>NEW ACCOUNTING CODE ADDED: Account code: DGTPLAN 000 EX 200400000 0760020001000000 GE253000 000000 Amount: [REDACTED]</p> <p>Continued ... (b)(4)</p>				

NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F) (b)(4)
	<p>NEW ACCOUNTING CODE ADDED: Account code: ICAM000 OIT EX 200500000 2000000000000000 GE258600 000000 Amount: (b)(4)</p> <p>NEW ACCOUNTING CODE ADDED: Account code: ITWEBP0 000 EX 200100000 2320060000000000 GE252600 000000 (b)(4) Amount: </p> <p>NEW ACCOUNTING CODE ADDED: Account code: ITGMSW0 000 EX 200100000 2320040000000000 GE258600 000000 Amount: (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 1002</p> <p>NEW ACCOUNTING CODE ADDED: Account code: DF00000 000 EX 200500000 2000000000000000 GE258600 000000 (b)(4) Amount: Discount Terms: Net 30 FOB: Destination</p> <p>Change Item 1001 to read as follows (amount shown is the obligated amount):</p> <p>1001 Option Period 1 - Enterprise Architecture Services & Governance Planning (ESGP) - Time and Materials CLIN - Contractor to provide services in accordance with Section 2.1 through 2.9 of the SOW and the Labor Hour schedule on page 5. Exercise of this option will be at the sole descretion of the Government.</p> <p>Change Item 1002 to read as follows (amount shown is the obligated amount):</p> <p>1002 Option Period 1 - ODC - Travel, reimbursed at cost, in accordance with the Federal Travel Regulation, to include all material handling fees authorized in GSA 8(a) STARS II Contract and in accordance with Section 4.1 of the SOW. Exercise of this option will be at the sole descretion of Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	GS06F06652/HSSCCG-13-J-00143/P00005	4	5

NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	the Government.				

Enterprise Architecture Services & Governance Planning (ESGP)
HSSCCG-13-J-00143

CLIN **DESCRIPTION**

0001/1001 Pricing is on a time-and-materials basis for performance of Enterprise Architecture Services & Governance Planning (ESGP) - Contractor to provide services described in Section 2.1 through 2.9 of the SOW. The services performed shall be IAW the SOW:

Total time-and-materials price for CLIN 0001 and 1001:

STARS II Labor Category	Estimated Hours	Rate	Price
Total Hours			

(b)(4)

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 1	
2. AMENDMENT/MODIFICATION NO. P00006		3. EFFECTIVE DATE 07/03/2014		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		7. ADMINISTERED BY (If other than Item 6)	
CODE		CIS		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) POWERTEK CORPORATION 9420 KEY WEST AVE STE 210 ROCKVILLE MD 208506282		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE		(b)(4) FACILITY CODE		x 10A. MODIFICATION OF CONTRACT/ORDER NO. GS06F0665Z HSSCCG-13-J-00143 10B. DATED (SEE ITEM 13) 06/26/2013	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ 0 _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: _____ (b)(4)


The purpose of this no cost modification is to incorporate the following clause into this order: FAR 52.245-1, Government Property (APR 2012).

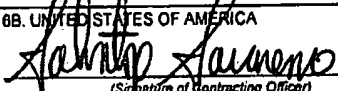
The contractor shall submit a Government Furnished Property report by September 15th each year.

All other terms and conditions remain unchanged.

AAP Number: 2011172046 DO/DPAS Rating: NONE

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Arthur J. Nestle	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA 	16C. DATE SIGNED 7-3-2014
<small>(Signature of person authorized to sign)</small>		<small>(Signature of Contracting Officer)</small>	

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
				1 6	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.	
P00007		09/30/2014			
6. ISSUED BY		CODE		5. PROJECT NO. (If applicable)	
USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		CIS			
		7. ADMINISTERED BY (If other than Item 6)		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		9A. AMENDMENT OF SOLICITATION NO.			
POWERTEK CORPORATION 9420 KEY WEST AVE STE 210 ROCKVILLE MD 208506282		(x)			
		9B. DATED (SEE ITEM 11)			
		10A. MODIFICATION OF CONTRACT/ORDER NO.			
		GS06F0665Z			
		HSSCCG-13-J-00143			
		10B. DATED (SEE ITEM 13)			
		06/26/2013			
CODE		FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required)		Net Increase:		\$4,478,415.90	
See Schedule					
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).				
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
	D. OTHER (Specify type of modification and authority)				
X	FAR 52.217-9 Option to Extend the Term of the Contract				
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not. <input type="checkbox"/> is required to sign this document and return _____ 0 _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)					
DUNS Number: (b)(4)					
The purpose of this modification is to do the following;					
1) In accordance with FAR 52.217-9 Option to Extend the Term of the Contract, the government hereby exercises Option Period 2, for a Period of Performance of 09/30/2014 -03/29/2015.					
2) Funds in the amount of \$4,478,415.90 are provided for the option period. The contractor exceeds this amount at their own risk.					
As a result of this modification this order is hereby increased by \$4,478,415.90 from Continued ...					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
		SALVATORE SARACENO			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA	
				 (Signature of Contracting Officer)	
				16C. DATE SIGNED	
				25 SEP 2014	
NSN 7540-01-152-8070 Previous edition unusable					
STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243					

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

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NAME OF OFFEROR OR CONTRACTOR

POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
(b)(4)	<div>████████████████████</div> <p>All other terms and conditions remain unchanged. AAP Number: 2011172046 DO/DPAS Rating: NONE Delivery: 30 Days After Notice to Proceed Discount Terms: Net 30 Delivery Location Code: CISOCIO Department of Homeland Security Citizenship & Immigration Services OCIO, EA Division 5th floor 111 Massachusetts Ave NW Washington DC 20001 FOB: Destination Change Item 2001 to read as follows (amount shown is the obligated amount): 2001 Option Period 2 - Enterprise Architecture Services & Governance Planning (ESGP) - Time and Materials CLIN - Contractor to provide services in accordance with Section 2.1 through 2.9 of the SOW and the Labor Hour schedule on page 9. Maximum labor hours (Time) not to exceed ██████████ hours. (b)(4) Accounting Info: ITENATO 000 EX 200100000 2320020000000000 GE258600 000000 Funded: ██████████ (b)(4) Accounting Info: ITENATO 000 EX 200100000 2320020000000000 GE252600 000000 Funded: ██████████ (b)(4) Accounting Info: EAESGP0 OIT EX 200500000 2000000000000000 GE258600 000000 Funded: ██████████ (b)(4) Accounting Info: MIDASER 000 EX 200400000 0760020001000000 GE253000 000000 Funded: ██████████ (b)(4) Accounting Info: CISRECO 000 EX 200400000 0760020001000000 GE253000 000000 Funded: ██████████ (b)(4) Accounting Info: NFTSREC 000 EX 200400000 0760020001000000 Continued ...</p>				(b)(4)

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REFERENCE NO. OF DOCUMENT BEING CONTINUED

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NAME OF OFFEROR OR CONTRACTOR

POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	GE253000 000000 Funded: (b)(4) Accounting Info: DGTPLAN 000 EX 200400000 0760020001000000 GE253000 000000 Funded: (b)(4) Accounting Info: NARAIAA 000 EX 200400000 0760020001000000 GE253000 000000 Funded: (b)(4) Accounting Info: ICAM000 OIT EX 200500000 2000000000000000 GE258600 000000 Funded: (b)(4) Accounting Info: ITICAM0 000 EX 200200000 2320030000000000 GE252600 000000 Funded: Change Item 2002 to read as follows (amount shown is the obligated amount): 2002 Option Period 2 - ODC - Travel, reimbursed at cost, in accordance with the Federal Travel Regulation, to include all material handling fees authorized in GSA 8(a) STARS II Contract and in accordance with Section 4.1 of the SOW. NTE: (b)(4) Accounting Info: MIDASER 000 EX 200400000 0760020001000000 GE253000 000000 Funded: (b)(4) Change Item 2003 to read as follows (amount shown is the obligated amount): 2003 Option Period 2 - Optional Tasks, priced on a Firm Fixed Price Basis. (Not Separately Priced) Change Item 2003AA to read as follows (amount shown is the obligated amount): 2003AA Option Period 2 - Optional Task priced on Firm Fixed Price basis for the performance of Level 1 and or Level 2 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Continued ...				(b)(4)

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

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NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Section 2.10.1. Accounting Info: NARAI AA NRC EX 200400000 0760020001000000 GE253000 000000 Funded: (b)(4) Accounting Info: NARAI AA 000 EX 200400000 0760020001000000 GE253000 000000 (b)(4) Funded: (b)(4) Accounting Info: DF00000 000 EX 200500000 2000000000000000 GE258600 Funded: (b)(4) Change Item 2003AB to read as follows (amount shown is the obligated amount): 2003AB Option Period 2 - Optional Task priced on Firm Fixed Price basis for the performance of Level 3 Program Support, Enterprise Architecture Decisions (EAD) Gates in accordance with the requirements detailed in the SOW, Section 2.10.2. Accounting Info: ITENAT0 000 EX 200100000 2320020000000000 GE252600 000000 (b)(4) Funded: (b)(4) Accounting Info: GENEALO 000 EX 200100000 0760020001000000 GE253000 000000 (b)(4) Funded: (b)(4) Accounting Info: NFTSREC 000 EX 200400000 0760020001000000 GE253000 000000 (b)(4) Funded: (b)(4) Accounting Info: CISRECO 000 EX 200400000 0760020001000000 GE253000 000000 (b)(4) Funded: (b)(4) Change Item 2003AC to read as follows (amount shown is the obligated amount): 2003AC Option Period 2 - Optional Task priced on a Firm Fixed Price basis for performance of Metadata Repository in accordance with the requirements detailed in the SOW, Section 2.10.3. Accounting Info: MIDASER 000 EX 200400000 0760020001000000 Continued ...				(b)(4)

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NAME OF OFFEROR OR CONTRACTOR
POWERTEK CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	GE253000 000000 Funded (b)(4)				

Enterprise Architecture Services & Governance Planning (ESGP)
HSSCCG-13-J-00143

<u>CLIN</u>	<u>DESCRIPTION</u>
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2001	Pricing is on a time-and-materials basis for performance of Enterprise Architecture Services & Governance Planning (ESGP) - Contractor to provide services described in Section 2.1 through 2.9 of the SOW. The services performed shall be IAW the SOW:
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(b)(4)

Total time-and-materials price for CLIN 2001:

STARS II Labor Category	Estimated Hours	Rate	Price